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ABSTRACT

Guidelines for the development of library service in Washington County, Oregon, are provided in this report. The demographic characteristics of Washington County are discussed briefly with emphasis on the approximately 125,000 people without direct access to library service. A comprehensive plan for coooerative countywide library service is proposed. The plan includes provisions for legal and financial support necessary to develop and sustain the service. Proposed programs include: (1) books by mail; (2) courier service; (3) countywide borrowing privileges for all county residents; (4) information, reference, and research service; (5) film service; (6) cassette service; and (7) bookmobile service. A schedule for implementation of the plan and a proposed budget are provided. Over 100 references are listed. (PF)

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COOPERATIVE COUNTYWIDE LIBRARY SERVICE
WASHINGTON COUNTY, OREGON

Guidelines for the Development of Countywide Cooperative Library Service 1975

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
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IR 004 220

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April 30, 1975

Mr. Laurence R. Sprecher
City Manager
City of Beaverton
Beaverton, Oregon

Dear Mr. Sprecher:

I am submitting with this letter a report on a recommended plan for the development of library service for the poeple in Washington County, Oregon, entitled, *Cooperative Countywide Library Service, Washington County, Oregon*. The study and the report were developed through working with the groups and the individuals in Washington County who are concerned with library service. The City of Beaverton was the fiscal agent for the Library Services and Construction Act funds financing the study and the report. The Steering Committee for the Washington County Library Study was formed on a countywide basis to work with me as an Advisory Committee.

I wish to express my appreciation to you for the helpfulness of the staff members in the City of Beaverton, to the members of the Countywide Steering Committee and to all of the people who so willingly and helpfully participated in this study and report. I wish to express special thanks to Mrs. Donna Selle, Hillsboro, who arranged the meetings and carried out the other activities as necessary throughout the study and the report.

I send my best wishes to all of the people of Washington County for continued progress toward providing the best in cooperative library services for Washington County, Oregon.

Sincerely yours,

Phyllis I. Dalton

Phyllis I. Dalton
Library Consultant

TABLE OF CONTENTS

		Page
1.	**Letter of Transmittal**	
2.	**Abstract**	1
I.	**A Comprehensive Plan for Cooperative Countywide Library Service for Washington County, Oregon**	1
	Concept of Cooperative Countywide Library Service	1
	Concept of Total Library Service	1
	Organization for Cooperative Countywide Library Service	1
	Development of Library Resources	3
	Community Library	3
	Resource Library	4
	Research Library	4
	Staffing for Countywide Cooperative Library Service	5
	Programs of Library Service Development	5
	Management in Cooperative Countywide Library Service	7
	Coordination of Cooperative Countywide Library Service	8
	Financing Countywide Cooperative Library Service	8
	Legislative Implications	8
	Special Needs for Library Service in the County	9
	Area-wide Library Service on Basis of Need	9
II.	**Development of Pilot Projects to Meet Needs on a Cooperative Countywide Library Service Basis**	10
	Service to Shut-ins — People of All Ages	10
	Senior Citizen Services — As Needs are Identified	10
	Business and Industry — Resources and Services	10
	Neighborhood Information Centers	10
	Minority Groups — Identified Needs	10
	Low Income Families — Information Center	11
	Oral History — History in County and Area	11
	Community/School Library Service	11
III.	**Proposed Plan of Implementation for Countywide Cooperative Library Service in Phases**	12
	Identification of Phases	12
	Contracts to be Developed	13
	Physical Facilities to be Considered	13
	Time-Table for the Development of Cooperative Countywide Library Service	13
IV.	**Library Study Committee and Library Network Membership in Washington County**	15
V.	**Legal Basis for Countywide Cooperative Library Service in Washington County, Oregon**	17
	Oregon Revised Statutes and Countywide Cooperative Library Service	17
	Sample Agreement of Library Service between and/or among Libraries	17
	Sample Agreement for a Plan of Service for Cooperative Countywide Library Service	18

VI. Rapid Communication Systems for Cooperative Library Service 21

VII. Basic Assumptions for Countywide Library Service On a Cooperative Basis with Reference to a Larger Service Area 22

VIII. Summary of Recommendations 23

IX. Proposed Budget for First Three Years — Cooperative Countywide Library Service, Washington County, Oregon 25

X. Appendices

1. Cooperative Countywide Library Service — An Overview 1-L
2. Background Information on Washington County, Oregon — Library Service 1-W
3. Washington County Library Service — A Review 1-R
4. Standards for Library Service — American Library Association 1-S
5. Selected References Utilized in the Library Service Report 1-S
6. Library Profiles in Washington County, Oregon — General Information 1-P

XI. Tables

A. Population Growth in Washington County 1-T
B. Population Characteristics Including Place of Residence 1-T
C. Access to Public Library Service in Washington County 1-T
D. Resources of Present City Libraries in Washington County 1-T
E. Library Facilities in Washington County 2-T
F. Public Library Income 2-T
G. Public Library Expenditure 2-T
H. Organization for a Cooperative Countywide Library Service, Washington County, Oregon 2-T
I. Staffing of Public Libraries 2-T

XII. Maps

1. Washington County, Oregon 1-M
2. School District Map of Washington County, Oregon 2-M
3. Oregon Community College Status Map 3-M
4. Libraries in Washington County — 1975 ..... 4-M
5. Libraries in the Counties Adjacent to Washington County — 1975 ..... 5-M
6. Recommended Levels of Library Outlets 6-M
7. Recommended Cooperative Countywide Library Service Outlets 6-M

ABSTRACT

TITLE: **Cooperative Countywide Library Service, Washington County, Oregon**

AUTHOR: Mrs. Phyllis I. Dalton, Library Consultant, Sacramento, California

SUBJECT: Guidelines for the Development of Cooperative Countywide Library Services in Washington County, Oregon

DATE: April 30, 1975

PLANNING GROUPS: City of Beaverton (Capital Improvement Program Committee, Library subcommittee)

Washington County Library Network

Washington County Steering Committee for the Library Study

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Washington County Library Network

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ABSTRACT: Guidelines for the development of library service in Washington County, Oregon, are provided in this report. The report is concerned with the approximately 125,000 people without direct access to library service at the present time; with the improvement of library service to the people now receiving that service; with the construction of proposed central libraries where such libraries now exist; with the locating of possible branches or satellite libraries; with the location of reading centers or neighborhood libraries; with the development of mobile service and identification of service locations; with the further development of the Washington County Library Network; with improved library service to the people of Washington County through contracts with libraries within the County and with libraries in adjacent counties.

The document discusses briefly the demographic conditions in Washington County and their relation to the development of library service. Consideration is also given to determining why non-library users are in this group and the adequacy of existing library service being provided to the people using libraries at the present time.

Included in the report are recommendations of the kinds and levels of library service which should be a part of the development of future library service to people living in Washington County. The method

proposed for accomplishing the recommendations is the forming of a countywide cooperative library service through existing and/or future libraries. All is directed to the organization of the service program, its management, coordination and staffing; the financing of the service and a consideration of any implications the proposed program of service may have for future legislation. The needs for the service are illustrated in maps, charts and tables; the present service and the guidelines for the development and accomplishment of the recommendations are also graphically presented as well as a time-table for the implementation of the cooperative countywide library service.

The recommendations include plans and policies which indicate that: 1) Countywide cooperative library service will provide to all of the people in Washington County library service without a direct use charge; 2) Countywide cooperative library service will be preplanned and will be developed in identified stages; 3) An improved level of library service will be available to all of the residents of the County; 4) Contracts with libraries for identified services within Washington County and with libraries in adjacent counties will provide an improved level of library service to all of the residents of Washington County.

The Countywide Cooperative Library Service Plan should be followed in order to: 1) Insure that every resident of Washington County has library service available without a direct charge; 2) Raise the level of library service available to each resident through the development of a countywide cooperative library service that insures a basic organization for a continuing cooperation between the County and the cities in Washington County; 3) Give to every resident of the County direct access to all types of library services — included but not limited to — books and other media, information, recreation, diversion, culture and education. Library service would be provided to the preschool child, the student, the working adult, the retired, the shut-ins — and available in all forms of library materials — films, cassettes, tapes and any other form that may be developed or found necessary.

The Plan basically provides for a cooperative countywide library service with the County and the cities working together in Washington County to provide library services to many residents of the County for the first time and improved library service where libraries already exist. The cooperative library service, as developed in the Plan in this report, is an association of autonomous libraries working together and working with the County to provide library service. The Plan provides the legal and financial support necessary to develop the service initially and provides a means for sustaining the library service. Envisioned in the Plan, also, is the development of library service contracts within the County and with libraries in adjacent counties which would provide additional services without unnecessary duplication of materials, staffing and effort. The entire development plan takes into consideration the Regional effort, the State of Oregon effort and the National effort to develop better library service through the cooperative efforts of all libraries working together.

The method used in the development of the Plan and Recommendations in this document includes a study of the materials already developed about Washington County and the library service in that County as well as at the regional, state and national level. A questionnaire was completed by each library in the County and information regarding services and needs was provided by many of the libraries. On-site visits were made to each type of library and open meetings were available to all the residents of Washington County in various locations to enable the residents to express opinions concerning library service. Group meetings were held throughout the County to discuss library service — needs and problems — and the needs for library service and how these needs could be met were discussed with many organizations throughout the County. Individual discussions at random were also held so that a cross-section of opinion could be obtained. People in neighboring counties were included on a limited basis as well as those in the State and National governments and at the Regional level.

The basic recommendations contained in the Plan in this report relate to the establishment of a Cooperating Countywide Library Service through contracts with the existing and/or future libraries. These recommendations would result in Cooperative Countywide Library Service, Washington County, Oregon.

I. A Comprehensive Plan for Cooperative Countywide Library Service for Washington County, Oregon

Concept of Cooperative Countywide Library Service

Washington County itself is a natural area as the basis for the formation of a geographic service area for libraries. It is important that all residents in a geographic area selected as the service area be entitled to have library service and to have that service accessible to them. Washington County meets all these geographic requirements for a library service area. The County is also a taxing power that covers the area being studied. Because, within the County itself, there now exist several city libraries, several volunteer libraries, a university library, a community college library service, school libraries, including the Intermediate Education District, as well as several special libraries, the County in developing Countywide Cooperative Library Service can build on existing resources.

Both the area of Washington County and the libraries now existing in the County have a common goal—that of providing library service to the residents of Washington County on a cooperative basis, countywide and based on existing and/or future libraries. The need for library service to the residents of Washington County is obvious. When over 120,000 people in the County do not have library service directly accessible to them and the existing libraries are not adequate to serve existing needs, action must be taken and taken in the most economical and effective manner.

In the development of library service cooperatively on the countywide basis through existing libraries, the plan developed should take into account those programs that will provide the most service for the funds invested. The programs that are developed in the plan of service and action are those most needed by the people and which can be provided immediately. It is important in developing and implementing the Plan that the services provided are those which can be financed on a sound basis. Many services can be provided and many organizational patterns can be followed. Only a limited number of services will be developed in the Plan at this time but pilot projects will be presented that can be implemented when it is feasible to do so. The organizational pattern developed is that of establishment of cooperative countywide library service through contracts with the existing and/or future libraries.

Concept of Total Library Service

Again, Washington County provides a service area which can provide total library service more easily than many geographic areas. Because the Washington County Library Network already exists, the development of total library service becomes a feasible plan for library service on a total basis to the residents of Washington County. In providing total library service, the County utilizes the total library resources of the service area to provide total library service to the residents. This concept can easily be developed and implemented through utilizing Washington County as the taxing area and working through all existing and future libraries in the County to provide the total library service. The total library resources in the County presently available and developed in the future in all kinds of libraries will be utilized to the fullest in total library service. All library needs of the residents of Washington County will be met through cooperative countywide library service — their total needs. Although varying desires exist on the part of the people for library service, there are, in Washington County, the resources and services present or potential to meet all of those needs. If it is feasible to develop a contract with a library outside Washington County to provide some of those programs and services rather than duplicating them within the County itself, that can easily be achieved. Thus, Washington County residents can receive services from the total resources of all libraries to fulfill their total needs for library service.

Organization for Cooperative Countywide Library Service

In organizing for cooperative countywide library service, the people need to take into consideration both services and funding. Because the entire area of Washington County is the library service area, the tax established for the service should be established countywide. This tax would be in addition to the

present library tax that is provided to support the present city libraries. The equalization formula would insure that both the services and the funds are distributed equitably; that the equalization funds supplement present and future library budgets and do not replace local city funding of library service.

It is proposed in the Plan that Washington County levy a countywide tax to provide a library fund to be used exclusively to maintain library service. It is proposed that this levy be established as a three year serial levy. Because the library service is designed to be a cooperative library service provided through contracts with existing and/or future libraries, it is proposed that the funds collected be handled by the City of Beaverton as fiscal agent for the cooperative countywide library service.

The present estimate of the tax rate required to establish a cooperative library system, in addition to the present taxes supporting city libraries, would be between 10 cents and 12 cents on $1,000 of taxable property. Sufficient funds should be raised to provide services countywide and to provide additional strength to existing libraries. If the serial levy is established for three years, the budget for the cooperative countywide library service would remain the same in total amount of funds available. Because of the increase yearly in assessed valuation, the tax rate would drop slightly each year. The second serial levy should probably be established for a longer period of time, perhaps for five years.

The cooperative countywide library system would be organized so that the funds raised by the taxes would go immediately into services to the people and not into administration. The Washington County Commissioners would appoint a policy board for the cooperative countywide library service. It is proposed that this board be made up of non-librarians and that the board consist of thirteen members — six of the members would be appointed from recommendations made by the cities presently supporting libraries and seven members would be appointed from the cities not now supporting libraries and the unincorporated area. The board would be a policy board as far as the cooperative countywide library service is concerned and would be advisory to the County Commission in Washington County.

A professional board of librarians would handle the service aspects of the cooperative countywide library service. The present Washington County Library Network should serve in that capacity with a Steering Committee appointed by the Network to handle any administrative matters between meetings of the Network members. It is recommended that a member of the Policy Board, preferably the Chairman, sit on the Professional Board and that a member of the Washington County Library Network, the Professional Board, sit on the Policy Board — again, preferably the Chairman.

While the serial levy will increase taxes and, in some areas, establish a library tax for the first time, the total amount per capita will not amount to as much as the purchase of one book per year. Because the funds will be turned directly into services, the residents of Washington County will receive immediate library service benefits.

In order that all services move along smoothly on a cooperative countywide basis, it is recommended that for the first two years, at least, a Coordinator be employed to facilitate the development of services through assisting both the Professional Board and the Policy Board. Presently the libraries in the County are understaffed so there is no one library that can take on the coordination responsibilities. The Coordinator would not act in an administrative capacity as each library now has its administrator. The Coordinator should be employed under contract by the City of Beaverton on behalf of the cooperative countywide library service rather than being employed by any one single library in the cooperative library service. It is important in selecting a Coordinator that the person selected be a very understanding person who puts the user first rather than the processes. It is important, also, that the Coordinator be able to work effectively with all levels of government within the cooperative countywide library service. The administrative structure should remain simple but effective in providing this library service. The following is a suggested job description for the Coordinator of the Cooperative Countywide Library Service in Washington County:

1. The Coordinator should preferably have had library education and should have had experience working with libraries and library service programs on a broad basis.
2. The Coordinator should have the ability to work easily with all kinds of people and in all situations.

3. The Coordinator will act in the capacity of bringing together the cooperative library services countywide that have been determined to be those which have priority.
4. The Coordinator will facilitate the implementation of the cooperative countywide library programs that have been determined to have priority.
5. The Coordinator will make suggestions to the Professional Board.
6. The Coordinator will represent the Cooperative Countywide Library Service, Washington County as determined in general by the Professional Board.
7. The Coordinator will be responsible for the Public Relations program for the Cooperative Countywide Library System with the advice of the Professional Library Board and the administrators of the various libraries in Washington County.
8. The Coordinator will attend all Policy Board meetings and all Professional Library Board meetings.
9. The Coordinator will perform other duties of coordinating as distinct from that of duties of administering that are in keeping with the level of the position of Coordinator.

In general, it is important that the Coordinator be employed to perform those duties that coordinate the services and that the Coordinator act in a liaison and facilitating capacity — not in an administrative or operational capacity.

Development of Library Resources

Library resources development in Washington County will be concerned with long term plans and short term goals. Immediate steps must be taken to improve library service. A beginning has been made in the issuing of the Union List of Serials by the Washington County Library Network. A similar review of other types of materials available in the County should be made so that all libraries will be aware of the present resources and where they are located. Through a planned acquisition program among the libraries in the Washington County Library Network, more resources can be purchased without duplication of low-use materials. To utilize funds well, the members of the Washington County Library Network should develop an overall acquisition policy for the Washington County Cooperative Library Service.

In some instances it will be necessary to develop resources in conjunction with adjacent counties. Two such areas are the development of a union list of serials with the Clackamas County Library and the development of specialized reference service with Multnomah County Library. There are undoubtedly many other possibilities in cooperating with other libraries and information centers but these are two possible and immediate steps that can be taken.

Community Library

The community library is the best known to people because it is the first library to which people turn for service. The community library can meet the ordinary needs of most of the people. Many libraries should act in several capacities but some of the libraries in Washington County such as the Sherwood and the Cornelius city libraries would serve primarily as community libraries. When they cannot provide the information needed, they will refer the person to the next best source or secure the needed information. A community library should have a general collection of books numbering two per capita countywide and should have a collection of 250 reference titles as a minimum. A community library should also have at least 75 current periodicals. These libraries should have materials in many media — films, loop tapes, cassettes and the like. Community libraries will vary in size and collections according to the needs of the people and the ability of the libraries to handle the materials. Satellite libraries in neighborhoods or in school libraries will provide a limited service developed in relation to the needs of the people served. The

community library will provide for the basic community needs. A satellite library would provide a service outlet with a continuing change of materials so that it would not be "read out." A bookmobile might serve either as a community library or as a satellite library depending upon its range of resources and services.

Resource Library

The Resource Library service would consist of the materials and services described above but in addition the resource library would provide all services necessary to the people except the most specialized. The resource library would provide, in addition to the community library services, materials for reference service, informational needs and for cultural and educational requirements. The resource libraries would build on present strengths. If specialization is desired, the librarians should decide, on a cooperative basis, what formal or informal specialization should take place. Resource libraries should have a minimum of three books per capita for public library service. A resource library should acquire annually about 30 per cent of the trade titles published in the United States and the basic reference collection for the Cooperative Countywide Library Service should consist of a minimum of 10,000 titles. The resource libraries should subscribe to all periodical titles in the recognized standard indexes. If there are indexes of local interest, the materials indexed should be included in the collection. Media other than books should be available in a great variety also. The films and other microforms and all audio-visual materials should be of an educational nature plus recreational, informational and cultural. A minimum of 2,000 record albums or cassette tapes should be added yearly as well as 100 film titles. The resource library should provide government publications on a selective basis both for circulation and reference use.

All of these materials would not necessarily be located in one resource library but together the resource libraries should be able to provide these materials and services. Four public libraries should be designated Resource Libraries in Washington County: Beaverton Public Library, Hillsboro Public Library, Tigard Public Library and Forest Grove Public Library. They would join together to meet these standards initially.

Research Library

The Research Library provides for those unusual needs that people have but which should not be provided for in the Resource Library. The research library would provide for important research and answer problems received requiring the more complex but less often needed materials. The research library would provide bibliographic information to the individual from the less used and more expensive materials. The research library would add 30,000 titles a year and maintain 8,000 periodical and newspaper titles. The service would provide several specialists in subject fields. The total media in addition to books would equal 25,000 titles including films and media in many forms such as cassettes, slides, filmstrips and other appropriate forms. The services that are required by business and industry and in technological fields would also be required in a research library. These services and materials may all be located in one research library or in several research libraries. Initially several research libraries would provide some of these services and materials rather than one individual library.

The Pacific University Library in Forest Grove would be designated as a Research Library within Washington County with additional information available in the Special Libraries in that area. Together they could meet many of the needs for specialized information. For those requests not met within the County, the Multnomah County Library should be available to provide research service. The research services provided by Multnomah County Library should be provided by a contract negotiated with the Cooperative Countywide Library Service in Washington County. Services not available in the immediate area could be provided by the Oregon State Library, other university libraries and from the Pacific Northwest Bibliographic Center in Seattle, Washington. The purpose of the libraries together would be to insure that the people in Washington County receive the information needed and desired and the materials also when such is feasible.

The Community College Library, the school libraries and the Intermediate Education District would

serve different purposes at various times and cannot be designated as any one of the three types and levels of library service. They would be indispensable for the flow of library information throughout the countywide area. It would be advisable for the Cooperative Countywide Library Service to contract with the Intermediate Education District for some of its special services.

The present volunteer libraries would serve well as neighborhood libraries or satellite libraries. The West Slope Library could remain in its present location but probably a preferable location would be in the Raleigh Hills Shopping Center. The library in King City is very well located and could serve that community well. The library in the Tualatin Community Center appears to be a good location and can provide service to that community. Additional libraries that would be provided are the library in the Tanasbourne Shopping Center, a neighborhood library in Cedar Mill, one in Cedar Hills and in the Aloha Shopping Center. Both the Gaston and Banks Senior High School Libraries would provide good service to the community in conjunction with their school service. All of these areas as developed would be financed by public funds within the Cooperative Countywide Library Service. The paid staff would be assisted by volunteer staff as needed.

Bookmobile service should be provided to both the eastern and western areas of the County at least until the neighborhood centers can be developed and probably indefinitely as some of the areas in the western part of the County will require bookmobile service. Although a bookmobile schedule cannot be developed at this time, some natural areas that would be of a permanent nature are the following: Verboort and Roy area; North Plains and on northwest to Buxton and the surrounding area; Gales Creek and Timber; Dilley and Cherry Grove; Farmington. Other areas that would be included are Manning, West Union, Scholls and Durham. Other areas would require bookmobile service, also, but the routes will have to be determined according to the proximity of towns to the mobile service, the time available on the bookmobile run and how many runs could be made a month. The bookmobile schedule should be developed, however, so that all people receive service at least every two weeks.

Staffing for Countywide Cooperative Library Service

A Coordinator should be employed to provide assistance in the initial development of the service and to continue in the role of coordinating the program for at least the first two years. The Coordinator would be the only permanent staff employed by the Cooperative Countywide Library Service and should be employed on a contract basis. Clerical assistance would need to be assigned to the Coordinator but that assistance could be provided on a part time basis from the staff that is added to provide additional strength to the existing and future libraries. Additional staffing will need to be employed as the programs are developed as a part of the staff that is carrying that particular element of the program. Additional staff will be employed as the libraries are strengthened but that specific staff cannot be identified at this time.

The Coordinator position is the only staff position established under the Plan. Within each of the programs developed, program staff should be employed as back-up staff to the head librarians. This staff should be added in these programs when it becomes necessary to provide released time for the administrators in the libraries to handle countywide cooperative library service programs in whole or in part.

Programs of Library Service Developed

In addition to the present programs of library service provided and funded by the existing libraries or supplementary to them are the following proposed programs on a cooperative countywide service basis:

1. Books-by-Mail. Although there are many examples of books-by-mail programs in Oregon and elsewhere, the service provided to the residents of Washington County should be developed with their particular needs in mind. A mail order catalog should be available to the people so that they will be able to choose the books they wish to have. The catalog should be attractive and inexpensive enough so that it can be issued frequently. It is good to have about 1,000 titles in the initial catalog so that the people will

have a reasonable choice of titles. Supplements might include only 500 titles. An attractive, illustrated, and annotated catalog should be the goal. While most of the titles should be annotated, a group of them will only need to be identified as to type because the people who receive the catalog will be aware of the books, especially if they are standard titles — sufficient number of titles in the collection so that the titles requested or their substitutes will be available when ordered. Order forms should be readily available to the people. The package providing the book should include a return address form and postage so that return of the borrowed material will be facilitated. A librarian is required to assist in the book selection initially but only on a part time basis later. A half time clerical assistant with back-up assistance in case of an emergency should be able to handle the service once the procedures have been set up. Thus, a small staff is needed for this service after it has been set up.

Initially, the Books-by-Mail Project could be located in the Tanasbourne Library until that library is ready for full service. When the resource libraries have new buildings that are adequate for additional services, the books-by-mail project should be added to the library providing the shut-in service on a cooperative countywide basis. The emphasis in serving residents with books-by-mail should be placed on a lack of mobility of the people. The service can also be related to isolation because of distance or any other factor that would isolate people. All librarians should work with the Books-by-Mail project to locate the homebound and those isolated because of distance. Although the books-by-mail service would be available to any resident of Washington County, first priority should be given to those residents who cannot come to the library.

2. Courier Service. A second service that can provide library materials to all of the residents of Washington County is that of the courier service. Books-by-mail can provide materials requested through the mail service but the courier service will add speed to that service by providing for a rapid exchange of books, films, cassettes, periodicals, information and other items. The service should be provided on a daily basis among the libraries in Washington County. Because the Intermediate Education District has a courier service available, the Countywide Cooperative Library Service should contract with the District to provide extended courier service. Within this contract there will be other services that will be negotiated so that the contract will be a larger contract than for courier service alone. Courier service should, however, be the first consideration in the contract.

3. Universal Access to Libraries. Countywide library service would be available to all residents in the Washington County service area — the entire County. The resources of the libraries would be available throughout the County for all people residing within the County. The residents who borrow from any one of the public libraries could return the borrowed material to any one of the public libraries in the County. All service that is provided countywide would be free to the individual because the service would be provided within the Cooperative Countywide Library Service. Companies or individuals wishing to contribute to the services of the Countywide Cooperative Library Service could do so by giving funds to that service. These funds would be budgeted along with the public funds and in addition to the public funds, thus increasing the ability of libraries to provide service.

Because the ability to borrow from any public library and return the materials to any public library is a new service, it would be necessary to let the people know of the service. Undoubtedly it would be necessary to provide staff training, as well, to acquaint the staff with the new procedure. In the area of the university library and the special libraries, the services would be primarily between libraries. It would be necessary also to let the people know of the availability of interlibrary loan as well as the availability of specialized reference and information service. Publicity will be required for all of these new services that will be available free of charge to the individual so that the people will know of the services and use them.

4. Information, Reference and Research Service. A fourth dimension to the cooperative countywide program is a rapid information service with telephone, courier and any other rapid means that can be

utilized effectively. Because this service has not been stressed in Washington County, this is one of the most important services that libraries can provide. Information and Reference service can be provided by the Resource libraries but at some level, information service can be provided by the Community libraries at any library outlet. The Research service would be provided by the Pacific University Library, in more specialized areas and on a limited basis by the special libraries and through a contract with the Multnomah County Library. The contract negotiated with the Multnomah County Library would be for library service of a specialized nature that cannot be provided in Washington County without excessive and unnecessary duplication. All residents of Washington County could use the information and reference service through the libraries in the County, would have access to research service in the County and by contract with Multnomah County would have additional services available. The Multnomah County Library could send the questions that could not be answered there on to whatever resource could provide the answer.

A reference librarian should head the information, reference and research service. The librarian should be located at the Pacific University Library but be responsible for all reference service coordination within the cooperative countywide library service within Washington County. The librarian should be mobile enough to provide service from any library within the area covered by Washington County. The countywide cooperative library system could enter into a contract with the Pacific University Library for the expenses related to this service including the purchase of additional resources. A part time library assistant would be a necessary addition to each of the Resource libraries to provide bibliographic services to the reference librarian. Additional resources would be provided in each of the Resource libraries and informational materials in each of the Community libraries.

The procedure for requesting information and interlibrary loan service should be kept very simple. Uniformity of methods of requesting information and interlibrary loan is desirable in order that the answer can be quick and accurate. The service should be publicized so that people will avail themselves of the services. It will be best to set up the service before over-publicizing so that libraries can meet people's expectations.

5. *Film Service.* A very vital part of the cooperative countywide service is the provision of a variety of films on a booking basis. While the Resource libraries, the Research libraries and the schools should all have films in their collections, the cooperative countywide library service should enter into contract with the Intermediate Education District for the use of films through that agency. Other films may be available also on a cooperative basis. The provision of a variety of subjects in films is one of the best services that can be provided.

6. *Cassette Service.* Cassettes are an excellent means of providing library service to people. They are easy to use and provide a variety of information, enjoyment, and recreation. In building up the resources, the libraries should establish a cassette collection and service as a definite and early part of the program for children and adults.

7. *Mobile Library Service.* At the present time no library in Washington County is equipped to handle bookmobile service. Multnomah County Library now provides that service and has the capability and expertise in the service that presently cannot be duplicated in Washington County until the countywide cooperative library service in Washington County has the capability to provide the service. Bookmobile service should be developed as soon as possible because the service provides library materials directly to the people as well as an information service.

Management in Cooperative Countywide Library Service

Because it is necessary to establish an administration of the funds for cooperative countywide library serivce, the City of Beaverton should be designated as the fiscal agent for the cooperative countywide library service. That City has acted as fiscal agent successfully for a countywide library study and report and for a library service grant proposal for a countywide cooperative library service project. The City of Beaverton would handle the funds collected from the tax levy by the Washington County Commissioners.

The Policy Board would be appointed by the County Commissioners, as stated earlier. The City of Beaverton would handle the contracts necessary to be developed within the cooperative countywide library service Plan.

To insure that each library receives the funds necessary to participate fully in the Cooperative Countywide Library Service, the Coordinator and the city and county finance officers would consider an equalization formula similar to formulas developed by schools for that purpose. The simplest formula is to, at least for the first serial levy, equalize on a population basis. The largest amount would go to the largest city, Beaverton, which supports a city library; the smallest amount would go to Sherwood which is the smallest city which supports a city library. Other types of formulas can be developed but it is recommended that the above formula be tried during the first serial levy, or at least the first year of the operation of the Cooperative Countywide Library Service.

The Washington County Library Network as the Professional Board would be involved in the management of the cooperative countywide library service. These librarians would provide the professional advice necessary to insure that good library service really results from the management of the service program.

Coordination of the Cooperative Countywide Library Service

The Coordinator should be employed on a temporary basis for at least the first two years and possibly into the first part of the second serial levy. These will be crucial and changing years and requires a full-time, experienced person to insure that all moves smoothly and according to the Plan of Service developed by the members of the Cooperative Countywide Library Service.

The Policy Board of the Countywide Cooperative Library Service would be made up of non-librarian members representing both the County and the cities within Washington County. The Washington County Library Network would serve as the Professional Library Board. The libraries presently within the County would remain unchanged as to structure and administration and would simply cooperate in those areas of service determined as priority items. A Steering Committee of the Professional Board would expedite the service for at least the first three years. The management would be simplified so that it will take as little time as possible from all of the people involved but will result in service with the highest in productive value.

Financing Countywide Cooperative Library Service

A review of the Washington County budget indicates that it is not presently possible for the County Commissioners to establish a countywide tax base for countywide library service within the 6 per cent tax limitation. The best method would seem to be the establishing of a three year serial tax levy from 10 cents to 12 cents per thousand dollars. The City of Beaverton should be established as the fiscal agent with a Policy Board and a Professional Library Board; both would have countywide representation and would represent the cities supporting city libraries and the unincorporated areas including cities not now supporting city libraries. A Coordinator would be employed fo help in developing a Plan of Service under which the Cooperative Countywide Library Service would operate. The City of Beaverton would handle all agreements under the Plan of Service. It would contract with Multnomah County for additional specialized service and bookmobile service and with the Pacific University Library for resea ch service. An exchange arrangement would also be negotiated with Clackamas County Library for services and any other necessary service contracts, such as the contract with the Intermediate Education District and for rental space outlets for library service.

Legislative Implications

Although Washington County can provide library service to all its residents through a tax levy and a Plan of Service under the Cooperative Countywide Library Service, State grants for libraries should also be

available to the cooperative library service. Every effort should be made by Washington County to inform the members of the Oregon State Legislature why library service in Washington County needs State funds to provide a quality service for an enlightened citizenry. Other legislation at the state level should be supported or opposed on the basis of the wishes of Washington County, the indications by the Oregon State Library, and the position taken by the Oregon Library Association.

Legislation beneficial to library service should be provided also on the national level. Funds are available under the Library Services and Construction Act and will be through Fiscal 1976. New federal legislation should be supported which provides plans and funds for library information networks and/or library development. The provision of library service should be a partnership — local, state and national.

Special Needs for Library Service in the County.

Washington County residents have many special needs for library service but the most important is that a countywide cooperative service of a library and information nature be available readily to every resident on a direct walk-in, no-fee basis in the public libraries. The ability to return borrowed material to any public library within the County is an important part of this universal access service.

Information, reference and research service is another special need of the residents of Washington County. The resources, staff, communications and transportation should be available to all of the people. They should be served with the ability of sending and receiving inquiries rapidly and accurately both as to information needed and materials delivered. Although interlibrary loan is already available, the rapid interlibrary loan service needs to be introduced into the cooperative countywide library service in as simplified form as possible. The interlibrary loans would come from within the County, outside the County in other areas of the State, out of state and on a national and international basis. Increased access to library service is needed through more service outlets close to the people such as in neighborhood centers. Longer library hours with the provision of additional staff are required so that library service will be available during these longer hours.

A wide range of all types of materials on all subjects and in all forms are needed within the County. More books are required as are art prints, films, tapes, cassettes, records and similar material. More special programming should be offered — for example special service to the preschool child. Books-by-mail service should be available throughout the County. Many people will have no other access to libraries other than the books-by-mail program. Mobile library service should provide access throughout the County where such service will be the only convenient outlet in any particular area. This will be a changing service but it appears that such a service will be required by the residents for some time to come. Planning cooperative acquisitions within the Washington County Library Network related to purchasing as well as retention of the collection is most important. Through such action the cooperative countywide library service will be enabled to gain more for the tax dollar spent and reduce unnecessary duplication of materials. Library service specialists should be added to the present staff in the special areas of service delivered to the people — some of these areas are service to the preschool children, children's services and library service to business and industry.

Area-wide Library Service on Basis of Need.

The services listed within this comprehensive plan are the services identified by the Consultant during the on-site visits. The Plan of Service established, and in the cooperative countywide library service should, however, remain flexible to allow changes to be made easily as necessary. As the changes take place in Washington County, it may be necessary to move into a larger geographical area than the County itself. All moves to provide library service on a larger geographical area basis should be well planned and negotiated. The decision in planning the service to be provided should be made on the basis of improved library service in Washington County or as the total development or better library service on a more economical basis through a larger service area.

II. Development of Pilot Projects to Meet Needs on a Cooperative Countywide Library Service Basis.

1. Service to Shut-ins — People of All Ages. This is a library service that should be provided on a pilot project basis to people of all ages for whatever reason they are shut in. It is a service that can readily be established but it is a time-consuming service and must be planned as such. The service can easily supplement a Books-by-Mail service. The shut-in service is very personalized and requires people with training and a natural interest in the service to provide it well. The shut-in service should be provided by each Resource library with assistance from the Community libraries in identifying the shut-ins. The staffing will be the same as the books-by-mail service — not the same people but a complementary staff. As more shut-in people are identified, the cooperative countywide library service will need to increase the staff as well as the resources.

2. Senior Citizen Services — As Needs are Identified. The Senior Citizen program is a natural outgrowth of the shut-in service and books-by-mail. The service does have another characteristic that should be taken into consideration when the pilot project is set up. That element in the program is the knowledge that materials should not only be taken to Senior Citizens as necessary but the Senior Citizens should be brought to the library. The Tri-Met schedules may provide this service to the library outlets or this service could be provided by a special bus. Special programs should be provided by the library which are of special interest to the senior citizen.

3. Business and Industry — Resources and Services. A vital service can be provided by libraries to both business and industry. Special collections are required and a librarian who is proficient in this area of service. The program also requires that a librarian be available to go out into the business and industry community to find out what is needed and also what is available within the special library. This service should be very carefully planned as it is an expensive service and an ever changing one. Library service to business and industry could be handled as a pilot project but it would be well to develop a contract with Multnomah County in addition to the resources available in Washington County. Such a contract would add to the possibility of providing a fast, accurate and complete service. The Resource libraries should also build up their collections in this area to supplement that available in the Pacific University Library, the special libraries as well as Multnomah County. These would be the widely used materials and the less specialized. Good communication and good delivery of materials and information is required in this library service. Bibliographies on special subjects should be available as well as a copy of the title pages of specialized magazines.

4. Neighborhood Information Centers. An effective neighborhood information center within a library will be invaluable to the community it serves. In some instances the library can provide the actual services needed and in others the library will act as a referral center to other services. This pilot project will require a full time librarian at first while the information for the Center is being gathered with at least a clerical staff member to assist. A half time librarian can continue to handle the services along with a full time clerical staff member. An information community bulletin board would be an excellent adjunct to the Center.

This service will utilize the library to disseminate information of social, occupation, legal, health, governmental, educational and recreational value to all individuals. A special feature would be the ability to provide a referral to speakers on various subjects of interest to the people of the neighborhood. Every attempt should be made to insure that material of special interest to the local area is available. The total collection, however, should meet the potential needs of the total community and not just the library users.

5. Minority Groups — Identified Needs. The neighborhood information center would be helpful to the minority groups especially if the materials were available in several languages. The staff members should be at least bi-lingual as well as the speakers to whom the information center refers. The neighborhood information center is intended to be helpful to all. It is recommended that a librarian who works well with people be assigned from one of the resource libraries to assess the needs of the minority groups and

recommend the needed programs. Before such a project is started, it is well to determine that such a program is necessary. It may be that a program designed to interest all people will be just as satisfactory to the minority groups as one designed especially for them.

6. *Low Income Families — Information Center.* The neighborhood information center will be of assistance to the low income family. A special feature of the service to low income families could well be the availability of the information needed concerning housing. The Center could include books, films and other pertinent items on the subject of securing adequate housing how to maintain houses and other information as needed. Again, a referral to speakers would be a valuable service. Subjects included in the service might be on the subject of real estate; care of the home; legal information concerning housing and information related to housing loans. Other information of special interest to low income families should be included in the Center but housing is of prime importance. The referral center for low income families can be tied in with the entire neighborhood centers so a clerical staff member should be sufficient to handle the information gathering, the information giving and the referral requirements.

7. *Oral History — History in County and Area.* When this pilot project is developed, it can be determined which library can best handle it. One library should be assigned to Oral History but all libraries can be involved in the identification of the sources for the history. The bookmobile librarian can be an invaluable source for identifying possibilities for oral history. Through oral history the events of the locality can be preserved which otherwise would be lost.

8. *Community/School Library Service.* If a new building is to be built in the rural area, it would be well to consider building a community/school library. Such a library could be used both by the community and by the students. A library of this type can be useful to the community and to the students if it is carefully planned and well administered. Such a community/school library can prevent duplication of services, collections and personnel as well as physical facilities if it is built where no library now exists to provide service.

The reverse of this plan is the opening of the present school libraries to the people of the community. Extended hours of service and summer hours should also be considered in particular areas where such is feasible. Cooperation can occur at all times in summer reading programs and in other such cooperative efforts. Through these programs the library and the materials can be utilized the year round rather than just through the formal school year.

III. Proposed Plan of Implementation for Countywide Cooperative Library Service in Phases

Identification of Phases

The following phases or stages of development are recommended for setting up the cooperative countywide library service in Washington County:

First Phase: Three months — Form a cooperative countywide library service by initiating financing by the County. Contract with the City of Beaverton to act as fiscal agent for the service. Appoint a Coordinator, a Policy Board and recognize the Washington County Library Network as the Professional Library Board. Develop an equalization formula to allow for universal access. This phase may take all of the three months allotted to it depending upon the timing of the funding. The funds can all be secured from taxes or can be a combination of tax funding and federal and/or state funds depending upon the availability of each source of funds. During this period of time, negotiations should take place with the Multnomah County Library to determine how that library can supplement the Washington County cooperative library service through payment of funds from Washington County to Multnomah County; the purpose would be to reduce unnecessary duplication of library materials as the Washington County cooperative library service program develops and to provide specialized research service. Negotiations should also take place during this period with the Clackamas County Library to determine what cooperative activities, through contract, would benefit both counties in library service.

Second Phase: Two months — 1) Books-by-mail procedures, coordination and detailed plans for books-by-mail should be developed and the service started as soon as the people can be identified who wish to participate. 2) Universal library access which would result in the initiating of direct, walk-in and no-fee access to all of the public libraries by all of the residents of the County of Washington and the ability to return materials to any one of these libraries. 3) Initiating courier service to all of the libraries in cooperation with the present courier service now provided by the Intermediate Education District of Washington County. The contract with IED should include the courier service and also other services available from the IED that are suitable to a cooperative countywide library service. 4) Initiation of public information programs concerning cooperative countywide library service.

Some of the above activities can take place within the latter part of the first phase depending upon the rapidity with which each phase moves.

Third Phase: Two months — 1) Recruiting and employment of a reference librarian and supporting staff. Development of plans and procedures for an information, reference and research service. Initiation of the information, reference and research service and an exploration of the possibilities of additional service being provided by Multnomah County Library, what that service should be and the costs involved.

Fourth Phase: One year — 1) Develop a contract with the Multnomah County Library for bookmobile service and implement the plan. 2) Begin the orderly progression of the opening of public-supported outlets for library service: Tanasbourne Shopping Center, the West Slope Library and the Gaston High School should be the first so supported. These would be followed by the Tualatin Community Center Library and the King City Library. Following these would be the Cedar Mill library outlet, Cedar Hills and the Aloha library service center. The Raleigh Hills area should be considered when the West Slope Library is funded. 3) Additional staff as necessary would be employed in the existing libraries.

Fifth Phase: One year — Any necessary legislation should be drafted and introduced in the first available legislative session. One of the special projects described as being needed which extends library service on a community basis should be developed. The project developed should either bring the people of the community into the library, take the library to the community or both.

Sixth Phase: One year — All special projects are implemented — those suggested in the report and others that become necessary. Library resources are developed in depth and in types and forms of materials. Union listings and bibliographic control is developed through the use of many means including the computer, microforms and new technological developments. Centralized circulation systems are studied

as is the centralized processing of all materials that are not commercially processed and which lend themselves to being so processed.

The availability of Library Services and Construction Act funds or similar funding or state grants, revenue sharing funds or other funding sources will enable the six phases of the above plan to be implemented more rapidly. All of the phases when completed do not result in a completed plan of action but will provide all of the ground-work and some of the implementation for the Plan.

Contracts to be Developed

Contracts should be developed with the Multnomah County Library for: 1. Provide a specialized rapid reference service over and above that which can be given in Washington County. The contract should provide for a reference librarian, a half time assistant, expenses of communication and the use of the materials. 2. A second contract should be developed with Multnomah County Library for an entire bookmobile service of approximately 2,000 books and other materials, a driver and one librarian as well as the vehicle. The contract would involve the use of the bookmobile for two weeks out of four — every other week and would include the cost for the use of the books.

A contract with the Pacific University Library should be developed for resource services over and above that which can be given by the Resource libraries in Washington County and would include also research services. These funds would be primarily for the use of resources and services. An agreement of an exchange of services nature would be made with the Clackamas County Library to improve the service in both counties.

Physical Faciliites to be Considered

During all of the development of the cooperative countywide library services, the planning for new central physical facilities should be taking place. In all of the four largest cities in Washington County, with the exception of Hillsboro which has a new library facility, new library buildings are needed because of the present lack of space. Each city will find it necessary to estimate the space required in its new facility. The Beaverton City Library presently has a committee projecting the space needs for a new central facility in that city for library service. A projection of 50,000 square feet for the new library facility in the City of Beaverton appears to be adequate for present and projected needs. Each of the Resource libraries being planned in the cities should be planned with improved library service in mind — this will include adequate square footage, a bookmobile ramp and adequate parking facilities.

The satellite libraries throughout the area will be developed based on the present volunteer libraries where facilities are now being planned or where an area is not now covered by any facility, additional facilities will be developed. These satellite libraries will not be located in new construction for the most part but rather in suitable rented facilities with accessibility as a major criterion. This planning is necessary to accomplishing the entire service program because of the present lack of space, the inaccessibility of library outlets and the growing population.

Time-Table for the Development of Cooperative Countywide Library Service

April 30, 1975 — Study Report from Consultant received.

June 1, 1975 — Study Report published and distributed.

June 1, 1975 — through fall months — Report studied and plans developed.

Fall, 1975 — Serial tax levy established.

January 1, 1976 — Washington County Commission contracts with the City of Beaverton as the fiscal agent for the cooperative countywide library service.

January 15, 1976 — Policy Board for the Cooperative Countywide Library Service appointed by the County Commissioners.

January 15, 1976 — Washington County Library Network becomes the Professional Board.

January 15, 1976 — Coordinator for the Service recruited.

February 1, 1976 — Coordinator employed and the Cooperative Countywide Library Service moves through the Phases described above.

IV. Library Study Committee and Library Network Membership in Washington County

1. City of Beaverton (Capital Improvement Program Committee, Library subcommittee)

Mrs. Donna Selle
Mrs. Toxie White
Mrs. Vivian Crow
Mrs. Laree Brown
Mrs. Barbara Wolman
Mr. C. Leonard Anderson
Mr. Richard Brenner
Mr. Samuel F. Lewis
Mrs. Dorothy Hansen, ex-officio
Mr. Henry Kane, Chairman

2. Washington County Library Network Librarians

City Libraries

Ms. Dorothy Hansen
Beaverton City Library

Mr. Mike Smith
Rogers City Library
(Forest Grove)

Ms. LaVerne Will
Sherwood Public Library

Ms. Anne Hicks
Tigard Public Library

Ms. Dorothy Frone
Hillsboro Public Library

Volunteer Libraries

West Slope Community Library
(Mrs. John Snodgrass)

College Libraries

Mr. Roy Tidwell
Portland Community College

University Libraries

Mr. Charles Kemp
Harvey W. Scott Memorial Library
Pacific University

Special Libraries

Ms. Maureen Seaman
Oregon Graduate Center
for Study and Research

Ms. Isabel McDonald
Oregon Regional Primate
Research Center

Ms. Linda Schmoldt
Port of Portland Library

Ms. Julie Kawabata
Tektronix, Inc. Library

Ms. Mary Jo Hamilton
St. Vincent Hospital
Medical Center Library

(All special libraries above except Port of Portland are in the Beaverton area in Washington County)

Public Schools

Ms. Mim Aline
Banks High School

Mr. Richard Gurney
Aloha High School
Beaverton

Ms. Joan Jorgensen
Beaverton High School

Ms. Hazel Graham
Sunset High School
Beaverton

Mr. Allan Quick
Learning Resource
Library Curriculum
Materials Center
Beaverton School District

Ms. Marguerite Clark
Forest Grove High School

Ms. Betty Howard
Gaston Union High School

Mr. Lester Bean
Hillsboro Senior High School

Mr. Craig Johnson
Hillsboro Mid-High School

Ms. Susan Johnson
Tigard Senior High School

Private Schools

Father Joseph DeJardin, S.J.
Jesuit High School
on Beaverton Highway
Portland

Sister Mary Thomas
St. Mary of the Valley High School
Beaverton

Mrs. Malcolm Bauer
Catlin Gable School
on Barnesville Road
Portland

Mr. John James
Oregon Episcopal School
on Nicol Road
Portland

3. Steering Committee for Library Service in Washington County

Beaverton:
- Dorothy Hansen — City Librarian
- Laree Brown — Chairman of Library Board
- Henry Kane — Chairman
  (Capital Improvement Program Committee, Library subcommittee)
- C. Leonard Anderson — Member
  (Capital Improvement Program Committee, Library subcommittee)

Forest Grove:
- Mike Smith — City Librarian
- Wiletta Matson — Library Board member and member of the Oregon Library Association, Library Development Committee
- Charles Kemp — Pacific University Librarian

Hillsboro:
- Dorothy Frone — City Librarian
- Bill Morgan — Chairman of Library Board

Unincorporated area:
- Allan Quick — Learning Resource Library Curriculum Materials Center, Beaverton School District
- Donna Selle — Member at large
- Betty Snodgrass — West Slope Community Library

Tigard:
- Anne Hicks — City Librarian
- Jean Carlisle — Board member

V. Legal Basis for Countywide Cooperative Library Service in Washington County, Oregon

1. Oregon Revised Statutes and Countywide Cooperative Library Service

357.410. Powers of counties or cities regarding free public libraries: library maintenance tax. (1) Any county or city may: (a) Establish, equip and maintain a free public library. (b) Maintain and support any free public library already established therein. (c) Contract with existing and established free public libraries for the purpose of providing free use of the libraries for their inhabitants. (d) Enter into library agreements pursuant to Article VI of the Interstate Library Compact (ORS 357.340) (e) Contract with the Trustees of the State Library to obtain library demonstrations, including the establishment of library operation or system with staff, equipment and books to show what constitutes good library services. (f) Levy annually and cause to be collected, as other general taxes are collected a tax upon the taxable property of such county or city to provide a library fund to be used exclusively to maintain such libraries.

2. Sample Agreement for Library Service between and/or among Libraries

Contract for Library Services

The Contract is entered into and effective the _____ day of _____ 19 _____ by and between the _____ and the _____.

Whereas, _____ has determined that cooperative countywide library service is in the public interest and finds that the library service can be provided economically and effectively through contract for part of that service with an established library facility;

Whereas, _____ is willing and able to provide library services to _____ as hereinafter set forth:

Nor, therefore, in consideration of the mutal promises of the parties herto and by the virtue of the authority granted by the provisions of _____ of the Oregon Revised Statues, it is mutally agreed as follows:

1. This contract shall commence _____ 19 _____, and shall terminate on _____ 19_____.

2. It is expressly understood and agreed by the parties hereto that said parties shall perform all lawful acts necessary to accrue to the mutual benefits of cooperative countywide action.

3. _____ herewith agrees to pay to _____ the sum of $_____ in quarterly installments to be used by _____ in defraying costs of materials, personnel and services hereinafter described to be rendered to _____.

(Following this is a listing of cooperative services to be performed and received.)

_____ herewith agrees to expend the entire library fund paid under this agreement in accordance with the approved budget and the Plan of Service of the Washington Countywide Cooperative Library Service.

Should any party hereto breach the terms of this agreement, the exlusive right of the other party shall be the right to cancellation of this contract, effective upon 100 days written notice to the other party, with payment of funds to be made pro-rata to termination date.

In Witness Whereof, the parties hereto have hereunto set their hand and seals the day and year first written above.

_____
(Name of contracting agency)

BY: _____
(Name of person authorized to sign)

_____
(Name of contracting agency)

BY: _____
(Name of person authorized to sign)

3. Sample Agreement for a Plan of Service for Cooperative Countywide Library Service

Washington County Cooperative Countywide Library Service
Plan of Library Service

1. *The Washington County, Oregon, Cooperative Countywide Library Service* consists of the following libraries: (List the participating libraries)

City Libraries
Beaverton City Library
Rogers City Library (Forest Grove)
Hillsboro Public Library
Sherwood Public Library
Tigard Public Library

Volunteer Libraries
West Slope Community Library

College Libraries
Portland Community College

University Libraries
Harvey W. Scott Memorial Library
(Pacific University)

Special Libraries
Oregon Graduate Center
for Study and Research
Oregon Regional Primate Center
Port of Portland
Tektronix, Inc.
St. Vincent Hospital Medical
Center

Public Schools
Banks High School
Aloha High School
Beaverton High School
Learning Resource Library
Curriculum Materials Center
(Beaverton)
Sunset High School
Forest Grove High School
Gaston Union High School
Hillsboro Mid-High School
Hillsboro Senior High School

Private Schools
Jesuit High School
St. Mary of the Valley High School
Catlin Gable School
Oregon Episcopal School

(Other libraries as added)

2. *Washington County is the County Included* (Description of Library Service Area)
The County is bounded by Clackamas County, Multnomah County, Columbia County and Tillamook County. Washington County covers 720 square miles.
The population according to the latest census is 189,400 (Estimated, July 1, 1974)
3. *Purpose of the Washington County Cooperative Countywide Library Service*
(Statement of Purpose here.)

4. *Objectives of the Washington County Cooperative Countywide Library Service*
   a. Statement of the Short Range Goals.
   b. Statement of the Long Range Goals for the cooperative service.

5. *Organization of the Washington County Cooperative Countywide Library Service*
   a. Washington County as the taxing jurisdiction.
   b. The City of Beaverton as the Fiscal Agent.
   c. Policy Board for the Library Service appointed by the Washington County Commission.
   d. Washington County Library Network — Professional Planning Board.
   e. Coordinator employed by contract.

6. *Service Organization of the Washington County Cooperative Countywide Library Service*
   a. Community Library
   b. Resource Library
   c. Research Library

7. *Services of the Washington County Cooperative Countywide Library Service*
   a. Books-by-mail
   b. Universal borrowing privileges
   c. Information, Reference and Research Service
   d. Film Service
   e. Cassette Service
   f. Mobile Library Service

8. *Resources of the Washington County Cooperative Countywide Library Service*
   a. Union list of serials
   b. Cooperative selection, acquisition and retention.
   c. Depository for United States and Oregon State Publications
   d. Collections in special subjects
   e. Non-book materials
   f. Special equipment for audio-visual materials
   g. Communications
   h. Specialized materials collections

9. *Service Development of the Washington County Cooperative Countywide Library Service*
   a. The establishment of priorities of present service
   b. Development of new services
   c. Budget development
   d. Implementation of Plan of Service and Action

10. *Program Evaluation of the Cooperative Countywide Library Service*
    a. Building the evaluation into the planning
    b. Development of goals
    c. Development of quantifiable objectives
    d. Continuing evaluation
    e. Review of planning and modification of program
    f. Total evaluation of activities under the plan

11. *Staffing the Cooperative Countywide Library Service*
    a. Professional staff
    b. Technical staff
    c. Clerical staff
    d. Volunteer staff
    e. Training of staff
    d. Utilization of staff

12. *Physical Facilities for the Cooperative Countywide Library Service*
    a. Review of all physical facilities needs
    b. Setting priorities for the development of facilities
    c. Action steps to take to meet the physical facilities needs

13. *Funding the Cooperative Countywide Library Service, Washington County*
    a. Serial levy based on the assessed valuation of Washington County
    b. Contract with the City of Beaverton to act as fiscal agent
    c. Contract with Pacific University and other necessary contracts
    d. Local funding of libraries within the County
    e. State funds
    f. Federal funds
    g. Private funds
    h. Equalization grants to city libraries in the County

Signed by:

_____

(Representative of Library) (Position) (Date)

(Each participating library will sign)

The above agreement is only a sample but it is a good one to follow. An Agreement of this type should be developed and followed so all will know the Plan of Service on which action is to be based.

VI. Rapid Communication Systems for Cooperative Library Service

The telephone is undoubtedly the best means of communication to be utilized in the Countywide Cooperative Library Service, Washington County, Oregon. It is possible to have a variety of telephone services. All of these should be investigated to see whether they are applicable to the library service that is to be given. Because the technology is constantly changing in telephone service available, it is recommended that the Coordinator be charged with working in this area to make recommendations concerning possible services to the cooperative library service. Expenses and convenience should be the main factors taken into consideration in recommending one type of service over another.

Another means of rapid communication is the teletypewriter. It may be advisable in the future to place a teletypewriter in the Pacific University Library for outward communication for the Cooperative Countywide Library Service. Attention should be given to provide sufficient staffing to the University Library to handle the service. Such a system would be useful for incoming calls also. One of the main advantages of the teletypewriter is that the library sends a written message and the library receives a written message. In some instances this type of communication is easier to handle than telephone messages.

A third method of rapid and accurate communication is telefacsimile transmission which allows the text of a message to be transmitted from one location to another. Again, this is a communication method to investigate in the future as many installations are available with which to work throughout the United States.

With a copying service readily available, the courier service can also be a rapid means of transmitting copies of materials without releasing the material itself.

VII. Basic Assumptions for Countywide Library Service on a Cooperative Basis with Reference to a Larger Service Area

1. The present level of support will be maintained at least for the libraries in the cooperative area and an improved level of service will be the goal. Any contract involved in a larger geographic area will maintain the present level of service in Washington County or an improved one.

2. Cooperative library service is the most effective means of providing countywide library service when already existing and autonomous libraries are providing a reasonable level of service. It is especially effective when supplemented by state and federal grants and/or development of networks. The larger area of cooperative library service is usually the more economical and effective.

3. All types of libraries will participate in the cooperative service with library service provided to the people within the community served. Resource, Research and Community libraries will combine with all other types of libraries. Universal borrowing privileges are an integral part of the services. Materials can be returned to any public library outlet and will be readily available by means of a courier service.

4. A strong cooperative program will provide a varied kind of services and resources with the least duplication in personnel, services, effort and resources. The larger geographical area is able to provide a greater depth and breadth of services in all of these areas.

5. Training of the staff of all kinds in the library is very important so continuing education as well as in-service training is vital to the cooperative program. The larger the geographical area involved in the program, the greater are the services for varied and continuing training.

6. The cooperatiion will utilize the most feasible means of rapid communication and transportation. With a larger geographical area, a wider range of materials is available through the means of rapid communications and transportation.

7. Every effort should be made to insure that all residents in a cooperative service area receive as nearly equal library service as it is possible to give. The larger geographical area provides a larger population, a greater depth and breadth in library services possible, resources and staff as well as a tax base. With an over-all State or National plan, the people of any community find that it is easier to plan well for a longer period of time.

8. When an area smaller than that of several jurisdictions taken together, a State or an Interstate, is involved in planning, the planning is more difficult as there is no framework into which the smaller plan can be placed. It is implicit in the planning that the plan be flexible enough to accommodate to outside changes that may have an impact upon it.

9. The planning and implementation of the plan will be a continuing process and as other plans are developed, every effort must be made to bring them all together in a communications pattern so that the best of all services can be provided by all of the libraries involved. The residents will then receive excellent library service efficiently and economically.

VIII. Summary of Recommendations

1. *Library service* should be provided to those areas not now receiving direct, walk-in library service without the payment of a user fee.

2. *Books-by-mail* should be considered as a service for extending library service to those not now receiving such service and to those who cannot now avail themselves of present library service.

3. *Mobile library service* should be considered as one means of providing library service to those not now receiving service.

4. *The cooperative countywide library service* should provide library service and materials to support research at all levels of need and in all fields of knowledge. Such additional service may be provided by contract with an adjoining county now providing countywide library service rather than by duplicating such services now close at hand.

5. *Cooperative countywide library service* should be provided through existing libraries and/or future libraries. An equalization formula should be developed to enable the existing libraries to provide extended service and to improve present service.

6. *The Cooperative Countywide Library Service* should be funded by a countywide serial tax levy with contracts with existing and/or future libraries to provide countywide library service. The City of Beaverton should act as the fiscal agent for the Cooperative Countywide Library Service.

7. *Adequate access* should be provided to the research and information resources of adjoining counties and to the state and national resources. This access should be both bibliographical and physical in that the information should be available by telephone, teletypewriter or other technological means. It should also be available through interlibrary loan by means of mail, courier service or direct loan to the individual.

8. *Universal access* throughout the county should be adopted so that all public libraries will have their materials available to all of the people through the best means for providing those materials or information. An equalization formula will be available for those libraries already supported by public funds.

9. *The program* should be developed so that the establishment of the cooperative countywide library service will be on a continuing basis and will be constantly developing as needed.

10. *Trained personnel* adequate for the service being provided, both in training and in number, should be available in the libraries providing service. The training should be continuous in order that the varied and changing needs of all of the groups in the community will be met.

11. *In order to attract the non-library-user* to the library service provided under this plan, the cooperative countywide library service should be responsive to the needs of all people and develop programs of service to meet those needs.

12. *The cooperative countywide service* provided through the existing libraries should provide adequate library and informational service fot the public at large. For additional services of a research nature a contract with the Pacific University Library and with the Multnomah County Library for bibliographical access to the collections in those libraries should be negotiated to prevent unnecessary duplication.

13. *The cooperative countywide library service* in Washington County should develop its network so that it becomes a vital part in the development of all communications and information sharing networks.

14. *In developing a plan for library service* on a cooperative basis between the County and the cities, every effort should be made to expend the funds provided on services. In this way the taxpayer will receive the most direct benefit for the dollar spent. Only a minimum should be spent on administration.

15. *The plan* should also include the exploration of the possibility of universal access with both Multnomah and Clackamas County Libraries for Washington County residents by means of contracts among the counties. Such access is most valuable in the combined utilization of periodical holdings.

16. *The social benefits* of library service should be developed through the countywide cooperative

library service and a larger geographical area as well as the benefits the individual will receive in intellectual and ethical development.

17. *The library and information services* that will be developed under the plan should provide support both for the informal and the formal education of the people.

18. *The total information services* provided through the cooperative countywide library service and through an extended service in a larger geographical area should provide to business and industry all of the information services required by them.

19. *All library service in the County area* should be provided at the present level of service and preferably at an improved level.

20. *Non-book material* should be provided widely throughout the area covered by the cooperative countywide library service.

21. *Additional points of access* for library service should be located throughout the County so that all of the residents will have reasonable physical access to library service.

22. *A high priority in the plan for the service* should be given to the training of library staff. The training should be on several levels — in-service, countywide, several counties, state and interstate. If possible, opportunity should be given for training on a national level.

23. *The reviewing of books and other library materials* should be developed as a planned program done on a cooperative countywide or larger geographical basis in order to develop a quality collection in each library, reduce duplication of low-use materials and provide a wider range of library service to all of the residents of Washington County. Care should be taken, however, that all people are involved in the selection and that they reflect the needs of the user and non-user on a local basis.

24. *The appointment of a Coordinator* for the new cooperative countywide library system should be made under contract. The Coordinator would be a person appointed in addition to the present staff to carry out staff planning work and develop programs of service. This appointment should be made for at least the first two years of the operation of the cooperative countywide library service. A job description for the Coordinator position appears elsewhere in this report.

25. *New library buildings* should be constructed in those cities in which the present facility is not adequate for the present level of service. If the building cannot accommodate the present service program, it will not be possible for the building to be adequate for the cooperative countywide program. The buildings of the future should be planned so that materials in any format can be included in the collection and utilized. The satellite libraries or neighborhood center should be provided in rented buildings where people naturally go such as shopping centers or in school libraries where extended hours are feasible. Special attention should be given to adequate parking space for all library outlets.

26. *In developing the resources and facilities* in the cooperative countywide library service and in whatever larger geographical area develops, all types of libraries should be included and present facilities should be utilized to provide service rather than building new facilities. When the present facilities are not adequate, new buildings should be built and several methods of funding should be utilized to accomplish this

27. *In order to provide back-up service* to the services of the cooperative countywide library service in Washington County, all resource facilities need to be strengthened. The Oregon State Library should be a resource beyond that which can be provided by contractual services with other research libraries. The same type of strengthening is needed for interstate resource or network services which develop and those that are developed on a national basis. Those planning and implementing the Washington County Library Service Plan should be constantly aware of new developments taking place on the state level, within the state, on the interstate level and on the national level. Such awareness will enable the residents of Washington County to receive excellent cooperative countywide library service.

IX. Proposed Budget for First Three Years — Cooperative Countywide Library Service, Washington County, Oregon

The following proposed budget is based on a serial levy for three years and will vary within that three years according to needs and costs so an over-all budget is given which does not utilize the entire amount of money which will be raised by a serial levy but indicates the uses that can be made of the funds and actual budgets for some services.

These funds are in addition to present budgets for library service in Washington County and any counties which provide library service to Washington County by contract. The funds will be secured by the following method; Taxable income of Washington County x the tax determined per thousand dollars — example: $2,275,641,234 (1974 taxable property) x 10 cents per $1,000 (10 to 12 cents recommended tax per thousand dollars for the first three years) = $227,564.00 — the funds budgeted for the first three years.

Books-by-mail	
Personnel	$8,000
Books	6,000
Operating Costs	5,000
Total-Books-by-Mail --	$19,000
Universal Access to Public Libraries	
Beaverton	$22,100
Hillsboro	18,800
Forest Grove	10,075
Tigard	10,075
Cornelius (when a member)	2,500
Sherwood	1,735
Total Equalization for Public Libraries —	$65,285

The Equalization fund of $65,285 for universal access to public libraries is budgeted in addition to present and future budgets established for these libraries by the cities supporting the libraries

Courier Service Contract

This contract will include films and other services and will be negotiated with the Washington County Intermediate Education District.

Total Contract with IED	$ 2,500
Project Coordinator — salary and expenses	$12,000
Cassette Services and Films	$12,000
Information, Reference and Research Service	
Contract with Pacific University Library for Resources	$ 4,500
Contract with Multnomah County Library for personal communications and use of materials	12,000
Reference Librarian for Washington County cooperative countywide library service	8,000
Reference resources	20,000
Personnel	15,000
Total Information Service	$59,500

Bookmobile Service	
Contract with Multnomah County Library for personnel, resources, vehicle, use of books and operations	
Total Bookmobile service	$20,000
Tanasbourne	$ 9,000
West Slope Community Library	7,000
Gaston Senior High School	4,000
Total Library Outlets	$20,000
Communications	$8,000
Total Funds Budgeted	$218,285

Funds in addition to those budgeted above will be raised by the serial tax levy. It is recommended that these additional funds be used in the three following ways: 1. Open additional satellite outlets as needed. 2. Strengthen present libraries as needed including the present volunteer libraires. 3. Fund recommended pilot projects.

Budget Summary	
Total amount available from serial tax levy for countywide cooperative library services	$227,564.00
Books-by-Mail Total	19,000.00
Universal Access to Public Libraries Total	65,285.00
Courier Service Contract Total	2,500.00
Project Coordinator Total	12,000.00
Cassette Services and Films Total	12,000.00
Information, Reference and Research Service Total	59,500.00
Bookmobile Service Total	20,000.00
Library Outlets Total	20,000.00
Communications Total	8,000.00
Total funds budgeted	$218,285.00
Total funds available for other projects for countywide cooperative library services	$ 9,279.00

The taxable property will be higher the year the serial levy is established and a higher tax rate — nearer to 12 cents than 10 cents will increase the total amount available and thus increase the funds available for other projects.

APPENDICES

1. Cooperative Countywide Library Services — An Overview

The value of library service is measured by each user by the completeness and accuracy of the service received. The user may be a scholar who requires the depth of research — or a preschool child learning to use books and other media for the first time. Needed at one time or another is information on a variety of complex subjects. How do we put this need in a constantly changing world into a Plan of Service for libraries, implement it and provide realistic library service to all people?

Many libraries lack funding, space, personnel and resources necessary to meet the needs of the people. Technological advances have caused movement of population and changes in land use. The environmental considerations have had a strong impact and all has affected the use of libraries. Libraries have found that they must reach out into the community while still providing service for those people who wish to come to the library for service. The people in the urban areas find their library service inadequate because it had been developed for a population with different needs. Not only are the library buildings inadequate but so are the services and resources. All types of libraries are affected because, while the new demands must be met, traditional library service is also required and no one library can meet the demand. The measure of the adequacy of the libraries in the service area is whether or not the collections and services of all the libraries together leave no people unsatisfied.

Librarians determine the make-up of their communities, plan library service with the people and incorporate a built-in, ever changing planning and implementation device that will keep the library ever-current and satisfying. The business people in the community almost without exception require better library and information service than that available. The librarians need to know the interests of the people of the business and industry community for information, reference and research and to provide the services cooperatively. A measure of satisfaction that is recognized but seldom met is that of avoiding frustrating the public through not finding the book or other media when needed. The satisfying of the requirement of finding the material readily through the least obstacles possible is a realistic goal. A second group of people who can best be satisfied cooperatively is the student population. College students who work in addition to their studies need to have cooperative library facilities readily available through good transportation. Although the libraries on campus will satisfy many of the student needs, library cooperative action is required for total library service.

Do people really use libraries? If three out of ten use the library in a community, that community would be considered a community of library users. Some libraries have reached all of the population in a community through being able to provide answers to the information, research and reference needs of all of their publics. Collections are carefully chosen to serve contemporary needs; the intellectual needs are reflected as well as the information requirements. By working cooperatively, libraries can keep pace with the twentieth century, be concerned with the future and preserve the past. Some libraries must be depositories of information and materials but librarians realize also that materials are expendable. New editions must replace the old but some library in the countywide cooperative service will have the old editions available.

To keep up-to-date, librarians place emphasis on periodicals because the lag in publication is not so great as with books. Magazines, journals, governmental and industrial publications provide current as well as historical information. Back issues must also be available. On a cooperative basis, this material can be provided on microforms, through union lists of serials and by means of new technical advances.

The environmental quality of libraries is important to their use. Libraries that are attractive both inside and out and are accessible will be well used. Color, carpeting, comfort and accessibility of materials are vital to good library service. Because some people cannot go to the libraries, the library must be available through several means of communication. Libraries can establish telephone reference and information service on a cooperative basis for those who require it but need not make a trip to the library for service. Longer hours of service are necessary for quality service or longer accesibility through communications.

Thus, people will find the library available and accessible when they need to use it. Slogans such as "Think Library" and never say "NO" but always say "YES" are developed both for the user and the library staff. Every question is important to the person who asks it. The library is a working library for some, a story hour for others, an escape through reading for a part of the population — listening and watching for many or a research service for all.

Libraries throughout the world are attempting to serve their communities better. One of the most significant developments for providing this service is through networks of information and knowledge. These networks are developing on the local, state and national levels. Through this cooperative effort, the large and small libraries, the public and the academic, the school and the special libraries and librarians are working together in information networks. A community of libraries and library resources taken together provide a wider range of information, knowledge, reading, seeing, hearing and all other library services that can be provided by any one or two libraries. The information will be available somewhere within the network and can easily and rapidly be secured.

Through these assessments of needs, the emphasis on serving all of the people has resulted in the development of creative programs to serve the handicapped, the urban and rural poor, the migrants and the people who are shut in for any reason — all the people with all the services. Many librarians have strong commitments to serve all of the people and to satisfy all community needs. While the library may have book clubs, it also has mobile libraries that insure that books reach everyone; or they have library outlets on transportation networks so all the people can reach the library. Libraries can be set up anywhere; paperbacks are popular with no due dates or fines; cassettes are in demand for their variety of materials and their ease of use. People read and learn to utilize library materials without artificial barriers of any kind. A simplification of procedures in libraries without losing control of materials insures that people are the important part of library services.

Libraries are every-changing — school libraries have taken giant steps to reach all of the children; preschoolers are being served through many kinds of libraries. While academic libraries must respond to the academic community, they, too, are responding to changing kinds of service as are special libraries in business, industry, science or in whatever speciality they may be. Libraries can be seen as a continuous use service. They provide for all the people on a broad informational, educational and recreational service on a continuous basis close to work and close to home. The library service is an integral part of all communities where they exist. Community activities take place there with the thrust of library service constantly and effectively turned to the people. Through the use of television, video tapes, cable television, mobile units, mail service and transportation, it is possible to take library programs to the user.

In spite of the strides being made in providing library service to all of the people, much remains to be accomplished. Cooperative endeavor is a viable answer to the ever-changing needs of the community and the ever-increasing answers to those needs. Library service is whatever the librarians, the government officials, and all of the people want to make it. The library is available to help the people find whatever is needed. Library service which is planned with the community, is available without barriers, meets the needs of all through cooperation with an even larger community through networks of information and knowledge is moving forward in keeping with this latter half of the twentieth century.

Current Library Service in Washington County. The Plan for library service was developed for Washington County for the purpose of proposing new and improved library services where library service now exists by improving the services and facilities of the existing libraries and for providing a means for developing library services to those in Washington County not presently served by a library. The problem that exists in providing library service to the people without library service is that approximately two-thirds of the residents do not now receive direct access to public library service. Translated into people — the total number of people living in Washington County on July 1, 1974, is estimated to be 189,400. Of that number, 65,345 live in cities providing library service to the residents of the cities and to others through non-resident fees of varying amounts. 124,055 people are living in rural areas or in incorporated cities that do

not now have library service directly available on a non-fee basis. The same situation exists in the urban unincorporated areas. The cities in Washington County providing library service expended $164,555 for library service to their residents in the year ending June 30, 1974. The County did not expend any funds for library service in that same year. The expenditure per person in Washington County on a countywide basis was $0.94. The expenditure for library service per person in the State of Oregon on a statewide basis for that year was $4.46. While there are twelve incorporated cities in Washington County, only six have public libraries. Some of these libraries are inadequate in book collections, in variety of materials, in hours open and in programs of service in relation to the needs of the population. They are, also, inadequate in use in relation to the population and demands that are potential and the needs that are unsatisfied. Within the County there is a private university library, one publicly supported community college which will soon open a media resource center in the County, several specialized libraries, and many school libraries — elementary, junior high and senior high — and the Intermediate Education District instructional media center. There are also several volunteer libraries in the County.

Library service in Washington County is primarily of local concern. Public library service was established by groups of people interested in insuring that books were available. Some libraries have been provided with substantial city funding and others have received little or no financial support from public funds. Non-resident fees have been established by the cities for those who live outside the city boundary. The academic libraries, the school libraries and the special libraries have been established primarily to serve the needs of the institution or agency of which they are a part. State grants for libraries are not yet a reality in Oregon so there is no support available of a financial nature on a statewide basis. Oregon State Library services are available to Washington County as they are to residents statewide. The Oregon State Library cannot serve, however, as a library of first access to the people of Washington County but serves as a back-up service to the local libraries. A small amount of federal funds has been available in Washington County for libraries but not enough to have an appreciable impact on the providing of library service to all of the people in Washington County.

The Washington County libraries are currently cooperating with the libraries in the adjoining county of Clackamas. There are ten city libraries in that County and resources and services are provided through the County headquarters and extension service. Another county adjacent to Washington County is Multnomah County which has extensive library services and resources geographically available. These resources are available on a borrowing basis to Washington County residents only through a non-resident fee. In Multnomah County, in addition to the Portland library headquarters, there are eighteen branches. A third adjacent county to be considered is that of Columbia County which has five city libraries. Yamhill County is involved, through the city libraries, in the Chemeketa Cooperative Regional Library Service composed of libraries in Polk, Yamhill and Marion Counties.

As of June 30, 1974, Washington County's assessed valuation was $2,275,641,283 and its population 182,500. The cities supporting libraries provided $164,555 for library service and the County provided no funding for library service. The expenditure per capita was $0.94 and the circulation of materials per capita was 2.0. The volumes in the six city libraries this year totaled 108,428. This was in comparison with a statewide total of $4.46 expenditure per capita and a circulation statewide of 5.9 volumes per capita.

The library services in Washington County have not developed according to a local or state over-all plan. Libraries of all types have been developed to meet particular needs as they have been identified by one person, a group of people or a governmental jurisdiction. The libraries in the County are the following types:

1. **Public Libraries** *supported by cities and individual or group volunteers.*

2. **School Libraries** *operated by the individual school districts or funded by private funds.*

3. **University Library** *supported by private funds and related to the academic program of the University.*

4. **Community College Library** *supported by public funds, with a proposed campus in Washington County and related to the community program.*

5. **Special Libraries** *funded by private industries, government agencies or individuals and groups and related to the program of the industry, agency or group.*

6. **State Library** *located in Salem outside Washington County and supported by the Oregon State Government with a responsibility to libraries on a statewide basis.*

In Washington County, public library service is available through the nine public libraries supported and operated by the cities or volunteer groups with some public and/or private financing. These libraries serve primarily a limited clientele which is usually represented by those people within a city boundary. General observations on the libraries and on the unserved areas as shown by statistics and the on-site visits are:

1. **Hours of service** — *almost without exception, are quite limited and inadequate.*

2. **Book collections** — *are small. In some of the libraries, a review of the expenditures of the book fund in comparison with the additions to the collection indicates that many have been received as gifts.*

3. **The libraries,** *for the most part, receive a considerable amount of use when the hours open, the staff available, and the books available are taken into consideration.*

School library service is a part of the total educational program and varies from district to district. Many of the school libraries are offering services in all media and at all levels. The school libraries in Oregon have moved into multi-media more rapidly than have the public libraries. The librarians and the administration in the schools are interested in the public needs in their communities and in some instances the school libraries are open to public use on a limited basis. School libraries, like public libraries, need to be given higher priority in the funding of their programs of library service.

The Library of Pacific University adds much in resources to the total library resources in Washington County. The librarians are interested in their community and work with programs of public interest as well as with campus related programs. Although the primary service of the Library must be to the students and faculty, the University has recognized a responsibility extending beyond the University campus into the community. Financial support is essential in maintaining the resources that the Pacific University Library can offer to the total library resources of Washington County.

The Rock Creek campus of the Portland Community College through its media resource center as well adds to the resources and services available for education and information in Washington County. The Intermediate Education District not only provides services throughout the County for the schools but the Instructional Media Center is a strength to all library service in Washington County.

In Washington County there are several special libraries supported by public or private institutions. These are developed primarily for the personnel of the institutions which they serve but in most instances, these library resources are accessible to interested individuals and libraries. The Oregon State Library supplements the resources of the libraries in Washington County. In some instances the Pacific Northwest Bibliographical Center is available as a further resource to the member libraries in the County.

Even with all of these library resources in Washington County, there are still over 120,000 people without direct access on a non-fee, walk-in basis to public library service. On a total basis library service is most inadequate in almost every respect. A positive action that was recently taken on a countywide basis was the formation of the Washington County Library Network. The basic group is presently composed of one academic library; a community college library; six public libraries, five of them supported by city funds and one on a volunteer basis; eleven public high school libraries; four private school libraries; five special libraries. Included in the Network geographically are Banks, Beaverton, Forest Grove, Gaston,

Hillsboro, Portland, Sherwood, Tigard and West Slope. Of the city supported public libraries in the County, Cornelius is the only library which is not now a member of the Network but positive interest has been expressed in the network activities. The Network is active and has been making progress not only in the widening of resources through interlibrary lending and a union list of serials but through this Network has developed a means for the flow of information within the County. The formation of the Network and the development of its activities are most commendable. Another positive step was taken in Washington County when the Hillsboro City Library opened a beautiful and functional library facility. Other cities in the County have library buildings in the planning stages and in some instances as a first priority. Other libraries have expanded their total space or are in the planning stage for expansion. The provision of adequate new library buildings in Washington County in each of the larger cities would be a forward step in service to the total population of the County.

Although much is ahead to be accomplished to provide library service to those who do not now have it and to strengthen existing services, a high degree of interest in and concern for library programs — for services to all of the people is very apparent in Washington County.

Present Survey and Report. The purpose of this study and report is to develop a plan for providing new and improved library services to the people where services now exist in Washington County and for providing services to those people who are not presently served by a public library.

The program began with the City of Beaverton's Capital Improvement Program Committee (Library subcommittee) and the Beaverton City Library Board. Both groups reached the same conclusion — that the area-wide needs of the residents of Washington County should be studied. The City of Beaverton applied to the Oregon State Library for a grant of funds under the federal Library Services and Construction Act. The request was for a grant to conduct a study with a report on area-wide library service for the residents of Washington County. The grant was received and the Consultant was employed. The Consultant's charge was as follows:

1. Generally review and assemble demographic and economic information related to Washington County plus other factors that would lead to the knowledge of the needs and desires of the residents for library service and the financial ability of the area to finance library service. In addition a review was required of the need for specialized services for the area.

2. The adequacy of the existing libraries was to be determined and a plan was to be developed for providing library service to all the residents of Washington County.

All of the study and report was addressed to the problems that exist — that many people in Washington County do not have direct, non-fee access to public library service; that the existing libraries are inadequate in one service or another and require strengthening so that the people now served will receive an improved library service; that the existing libraries need to share materials, information and services so that they will make the very best use of existing resources. A feasible means was to be developed to allow sharing to take place with effective results.

A Steering Committee was formed to assist the Consultant and acted as an Advisory Committee. The Committee was representative countywide, geographically representative, representative of all types of libraries and made up of librarians, library board members and people with an interest in libraries. The Washington County Library Network also acted in an advisory capacity to the Consultant. Through these groups and individuals, the Consultant was able to carry out a survey, to present a report of the findings and develop a proposed plan of action. The Consultant, with the assistance of the Steering Committee and the Washington County Library Network, developed a three week schedule of on-site visits. It was necessary in developing this study of proposed library service in Washington County that the Consultant visit the maximum number of libraries possible in the County. Also desirable was the seeking out and meeting with individuals and groups in the County to discuss the possibilities of library service countywide. Prior to the visits to Washington County, the Consultant reviewed background material

concerning the area and current information concerning the County and the surrounding area. A questionnaire was sent to each library in the County to obtain a "Library Profile."

During the on-site visits, the Consultant visited each library in the Washington County Library Network and as many of the other identified libraries as was possible in the time available. The Consultant held open meetings for the purpose of talking with all of the people concerned with library service. Smaller group meetings were also held and discussions were arranged with civic groups and government officials. The entire County was covered by the Consultant who talked with residents of the County to determine the best possible means of delivering library service to the people. A large number of residents in the County gave their opinions of the needs and desires for library services and the ability of the people to finance those services. People to be interviewed were those selected at random in shopping centers, at public gatherings and in any place in the County when it was appropriate to discuss library service with people on an informal basis. Interested citizens were consulted. Educators, library board members, librarians and Friends of the Libraries were available to provide the Consultant with information needed in the study and report. Local, regional, state and federal officials and staff members were interviewed concerning the providing of library service to all of the residents of Washington County. Volunteers in the libraries were involved in discussions of how library service could be provided to all of the people without the present barriers that exist and how library service presently being given could be improved.

The study and report also are concerned with why people use the library and why they do not. The purpose of the interviews was to determine the interests of people in library service, their attitudes toward library service both as to use and as to financing and to determine whether or not library service was really desired for Washington County by the non-user and how it could be improved for the users. The interviews were conducted in person and by telephone — in groups and individually. The Consultant found that the people were very vocal and very definite as to their desires for library service and their dismay that there were so many unserved people inWashingtonCounty. In these on-site visits, survey of the County, and the interviews, the Consultant talked with several thousand people and traveled 1300 miles. Some of the people could not be reached during the three weeks of on-site visits but were interviewed later in person, by letter or by telephone.

The Washington County Library network members were most helpful in identifying problem areas to be studied as were the members of the Steering Committee. All were very helpful to the outcome of the study through assisting with individual and group interviews that were held during the period of time covered by the study. Because of the closely scheduled interviews, the Consultant's work was made possible through the cooperation of all the residents of Washington County. The librarians responded well to the "Library Profile" which was sent to all of the libraries in the Washington County Library Network as well as other libraries identified in the County. The information provided in the profile and the additional materials the librarians supplied enabled the Consultant to relate the library and its use or non-use to the community — to the people being served and to the unserved. Throughout the survey, the Consultant also talked with the library administration in Multnomah and Clackamas Counties to determine whether the countywide services in those two counties could assist in the development of countywide service in Washington County. The chief interest of the Consultant in the resources of these two counties was to develop a plan that would avoid duplication of unnecessary services and materials and to determine how each countywide service could be helpful to the other. The Consultant also discussed the provision of library service with the regional agencies in the Washington County area as well as with the County and city governments.

By means of this survey method, the needs of the people in Washington County for library service could be presented to the Washington County Library Network and to the Steering Committee. The Consultant was able to make alternative recommendations concerning how library service could best be provided to those who do not now have library service, how to strengthen existing libraries and how to enable a continuous flow of information to be insured through the library network. Library needs were discovered

that are unique to the County and the means for meeting those needs varied from the traditional to the innovative. The guiding purpose throughout was to develop a library service for all that would provide the maximum benefit for the money spent on library service and to utilize to the greatest extent possible library services now existing in the County. A second consideration was the utilization of those services available in adjacent counties to prevent unnecessary duplication of services and materials already available in close proximity to the residents of Washington County. As a result of the study procedure, the Consultant was able to make a recommended course of action chosen, with the help of the residents of Washington County, from among the several alternate plans that emerged. The recommendations are derived from discussions, observations and suggestions and inquiries made by the many people with whom library service was discussed. These recommendations are developed into a combined proposal for action. This recommended course of action results from the concept of developing a cooperative library service. The service would allow an autonomy as far as present and future libraries are concerned so that they would be responsive to and available for services and programs of service to their neighborhood communities and to a larger community also. The library service would be built on existing libraries, library services, networks and information centers in the area and available to the area. The total recommendation is for a countywide cooperative library service.

In developing library service, the people of Washington County have several alternatives they can follow in providing library service. There is no one best way for library service delivery to people of a given area. When the library service capabilities of an area are well known, the people can choose one plan of action over others as the alternative most likely to provide the service required but still allow the necessary flexibility for change. Through a knowledge of the area to be served, the Consultant developed a recommended plan of action that can be enlarged both in area served and in services as the future developments may indicate both needed and possible. The recommended plan does not rule out other methods of providing library service to the people. The advantage of the recommended course of action is that cooperative library service can be provided countywide on a firm and continuing basis utilizing existing services as a base for the expansion; it also insures the residents of Washington County that all will have access to library service — direct, no-fee, walk-in access to public library services. A wide variety of organizational alternatives were considered in varying depths. They ranged in possibility from the establishing of a county library to information cooperation. It appears in the alternative selected that, in addition to meeting the needs of the people, the plan presented insures that the funding required provides directly the cooperative services planned. The funds will be used efficiently and effectively on countywide library services rather than establishing an administration that requires a substantial amount of the funds for its support.

The Washington County residents, the advisory groups and the Consultant were constantly aware that the plan to be developed was to provide library service which could be termed "quality library service." To be worth all the funds and effort invested, the residents of the County must receive library service which is readily accessible, meets the needs of the preschool child and satisfies the most technical research requirement as well as fulfilling educational, recreational, cultural and practical needs. Because the library service is based on a pattern of service and organization already in existence, it can be provided both effectively and economically. The plan does not lock in the library services either organizationally or geographically. Changes can be made to improve library service as the demand changes and as funds become more readily available for library services. As library service is given a high priority in Washington County by the residents, they will find that the recommended plan will be only the beginning of an improved countywide cooperative library service.

Presentation of Report. This is a composite report made up of all of the discussions, interviews and meetings as well as the experience of the Consultant and others concerned with the providing of library service to all of the residents of a county. Experiences with countywide library services in other counties and as developed throughout the several states also had an influence on the presentation of *Cooperative*

Countywide Library Service, Washington County, Oregon. Invaluable in developing the report were the Consultant's summaries of the on-site visits. They provided a review of the many ideas for library service, the varying needs, and the means for meeting those needs. The open meetings that were held in Washington County during the on-site visits enabled the Consultant and members of the advisory groups to learn the direction the report should take. Most valuable, also, were the meetings with organized groups such as the Chamber of Commerce and Community Planning Organizations. Through presenting alternate plans to the people, the Consultant received an insight into the ways in which the people were attempting to meet the demands on a current basis. The direction for providing service which was most likely to succeed also emerged during this period. The library profiles assisted in providing solid facts on the existing services and their potential for a future cooperative countywide library service. Discussions with student groups were unique in the study of Washington County and in the development of the Plan. They were most valuable in providing insight into the future of library service in Washington County. All parts of the County were represented at some time in the study and are reflected in the report as are all ages, many professions and many work and non-work situations.

The development of the Plan also reflects the discussion with the advisory groups. Ideas were presented through the "Working Papers" developed by the Consultant. The plan and recommendations in the working papers were strengthened by the acceptance of the many groups and individuals with whom they were discussed, revised in accordance with ideas presented, or discarded because of reservations expresssed. Additional ideas presented by the groups as a whole or as individuals broadened the scope of the report in services and in flexibility. The working papers presented in Washington County proposed several alternative recommendations which were reviewed by many groups. The recommendation selected at the first discussion and sustained throughout was "The establishment of a cooperative countywide library service through contracts with the existing and/or future libraries." As soon as this decision was made, the Consultant's efforts were directed toward presenting a report that would envision a Plan providing cooperative countywide library service within the boundaries of Washington County through the existing and/or future libraries. The area to provide the funding would be the service area, Washington County. The report that recommends a plan of action has had full discussion in draft form in Washington County and with some of the adjacent counties. Statistical information has been kept at a minimum as it is available in documents listed in the "Selected References." Facts that affect library service such as present library support and use, population data of the County and the cities, economic conditions as well as the geography of the County are presented. Every effort has been made to provide data which are comparable but such is not always possible. The date of the information given will assist in comparing data as the year of the information is important in assessing present conditions and future possibilities.

Because it will be important in the development of the countywide cooperative library service to have current and comparable data, the government officials and the librarians developing the data must secure current and comparable data before presening facts to the Washington County residents and before working out service contracts, equalizing funding and services. It is of utmost importance that the Plan has the capability of being evaluated constantly as it is implemented. The establishment of statistical reporting on a uniform basis within the County for library service will help to insure that the service can be evaluated and that the implementation of the program can be redesigned as necessary. Comparable data should be available on a statewide basis also. With uniform reporting, a firm statistical base will be developed that will assist in the assurance that the countywide cooperative library service is well-planned. It will also enable evaluation to take place and will assist in future budgeting and financial planning for the program of services. Sound statistics will also enable the people of Washington County to know how the funds for library service are being utilized for library service in relation to the service received. Countywide cooperative library service is a new service in Washington County and must be accountable through both service programs and statistical information.

2. Background Information on Washington County, Oregon — Library Service

To provide the setting for planning for library service in Washington County on a cooperative basis, the County must be viewed as a whole. To know the potential of the area for library service, a brief review of the present information available and the potential for the future will provide the basis for the development of improved and extended library service. Within the County there are many differences as far as geography, climate, population, transportation, communications, and the economy are concerned. All have an effect on library service and are taken into consideration in the plan of action for library service in Washington County.

Geographic Characteristics for Library Service. The geography of Washington County can best be characterized as varied in nature. It ranges from the high elevations of the mountains to the lesser elevations of the rolling hills to the valley floor and the flood plain. The major river is the Tualatin River. The people have the benefits of farmland, timber, and the excellent areas for urban development and urbanized living. A characteristic of the County is the low lying lands that are a problem in land use development because of the dangers of flooding. The rocky and steep land provides variety and is in contrast to the flood plain. The valley floor is excellent for agriculture. The topography of the County provides for urbanization, agriculture and natural scenic beauty. Washington County contains 500,000 acres and 720 square miles of land that is primarily forested, in agricultural use or lies in the urbanized areas. The altitude ranges from 3,461 feet above sea level to a low of 120 feet with an average of about 200 feet.

Washington County can be served easily by conventional library service plus selected new programs of service that have been identified as definitely needed to serve the residents. The majority of the people live in the eastern and southeastern parts of the County and, through strategic location of library outlets, can be served with a quality library service. The more sparsely settled areas to the west may require a different pattern of library service but all can be a part of the same cooperative library service and receive a common level of quality service. The time it takes to drive between and among the cities and between the urban centers is less than an hour and in some instances a matter of a few minutes. Driving over the County is relatively easy with a few exceptions: the poor conditions of some of the roads make for difficult and careful driving at very slow speed; the traffic is bottlenecked at certain times of the day in such a way that service provided by libraries would be slowed down. As a County planning and implementation develop and these two conditions are remedied, all library service outlets will be readily accessible to all of the people within a reasonable time period. Supplementary service from adjacent counties is geographically readily accessible to the residents of Washington County.

Climate and Library Use. The climate is as varied as the geographic conditions. The County is in a moderate climate location, in general, with summer temperatures up to 95 degrees and freezing temperatures only a few days in the winter. The rainfall is plentiful with the average annual precipitation approximately forty-six inches. The variety of the climate is shown in the fact that the average rainfall throughout the county ranges from 36 inches to 70 inches. The western part of the County has the highest degree of rain. In general the seasons are well defined with winters mild and wet with the annual precipitation occurring usually from October through March. The coldest month is January and the warmest is July. Many of the surrounding mountains are snowcapped throughout the year.

The climate of the County is a good one for the provision of library service countywide. It is moderate enough so that few services will be impaired because of adverse climatic conditions. Precipitation in the form of rain or snow can be a slight problem but not enough of a service barrier really to be considered. Materials need to be protected in the rainy season but such is the case now. The problem will not increase through the new service except to the extent that more people will use more materials. Interruptions in any of the services will not usually be caused by the climate.

People — A Profile. Washington County is one of the four counties comprising the Portland Standard

Metropolitan Statistical Area (SMSA). Between 1960 and 1970, the County experienced a population growth of 71 per cent which was the highest growth of any county within the State or Oregon. The population of Washington County makes it the fourth largest county in the State in the estimated population statistics of July 1, 1974. The population is 189,400 residents which is a gain of 6,000 over July 1, 1973. The population of the cities as of July 1, 1974, was estimated as follows:

City	Population
Banks	453
Beaverton	22,100
Cornelius	2,500
Durham	330
Forest Grove	10,075
Gaston	420
Hillsboro	18,800
North Plains	780
Sherwood	1,735
Tigard	10,075
Tualatin	2,800

Beaverton remains the largest city in the County and Hillsboro, the County Seat, the second largest. Tigard's growth of 1,355 is the largest population gain in the cities in the County. Banks, Gaston and North Plains showed no growth in population as estimated over 1973. The estimate shows Washington County to be a continuing growth area in the State of Oregon. The large proportion of the population continues to lie outside the boundaries of the incorporated cities. The total city population is estimated at 70,100 people which leaves 119,290 people in the unincorporated areas. Because the growth did not come in the farming community, this means that many areas of the unincorporated portion of the County require urban services.

The populations characteristics of Washington County as presented in the census are vital to the planning of any countywide service and are especially necessary for countywide library service. A review of the characteristics presented in the 1970 census shows the low income families in the County at 6.8 per cent; the Spanish surname population at 4 per cent and the black population at 0.1 per cent. Other population characteristics showed the following is the additional population breakdown: 354 Indian; 507 Japanese; 152 Chinese; 120 Filipino. In 1970, in a population in Washington County of 157,920, 77,314 were male and 80,606 were female. The number of people under 18 years of age was 6,877; 62 years and over 2,832; 65 years and over 2,304; under 5 years 1,455. The median age as 32.4. The unemployment rate is usually one of the lowest for counties in Oregon.

The medium population projection indicates that in 1980 the population of Washington County will have increased to 237,200 and in the year 2000 to 446,700. The people can be reached by developing a cooperative countywide library service now through new programs with enough built-in flexibility to accommodate continuous population growth. The plan of service should be developed so that the libraries retain their local determination as to how best to serve their immediate communities with the added ability to serve the needs of divergent groups of people throughout the County on a cooperative basis. These libraries will insure, on a cooperative basis, that every resident in Washington County receives service. Some of these people have had the experience of receiving quality library services while others in the County have never known library service nor what to expect from a library.

Land Use and Development — Relation to Library Service. Land use in Washington County has a direct effect on countywide library service. Generally, the extreme eastern portion of Washington County is best suited in all ways to urban development and the growth in population trend has been in that area. Areas that will not be well suited to urban development are the flood plain and the watershed areas in the County. In general, there are over 95 square miles that have been developed into urban communities. The density of the population in the urban areas has a distinct impact on the kind and quality of libary service given. The overall density of population on developed land varies from four to six per acre. To project this

to people per square mile, there would be as many as 5,000. Another factor that will affect the urban land use and therefore library service is the planning concerned with redevelopment. As existing land use patterns are analyzed, the planning process will be concerned with redevelopment planning. This redevelopment will affect library service as a reassessment of services must be made and changes in service patterns accomplished as necessary. Over 250 square miles of land in Washington County are devoted to farming and approximately 300 square miles are in timberland. Because agriculture is an important part of the County's economy, rural land use planning is most important. The number of farms has been decreasing in the County but the size of the individual farms has increased. In relating library service to the density of population in the rural areas, the population drops to less than 1,000 per square mile with very sparsely settled areas in the western part of the County. To develop library service effectively in Washington County on a continuous basis, it will be necessary for the library service planners to provide library service that is in keeping with the plans developed for rural land use.

The relation to library service of the use of land, both rural and urban, is a very direct relationship. As transportation of every kind is developed more fully in the urban and rural areas, library service will improve. While library service to rural and urban areas is similar, there is enough difference in the method of delivery of service to make it necessary for librarians to work with planners as land use needs change. It is important that the library service be uniformly good throughout the County; thus, varying means must be developed so that regardless of where people live, they will receive the best in service. Flexibility in the plan of service is essential for the libraries so that as land use changes, librarians can change a library developed for the needs of a sparsely settled area to that of an urbanized community service. A library developed for the needs of the 1960's is inadequate for the 1970's and the same will be true as we move on from year to year or even more rapidly than yearly changes. Library service must never be static. As planners develop plans for land use and as government officials implement these plans developed by the planners and the people, the librarians must be working with all of those involved to saitsfy the people's needs and desires for library service.

Transportation — Delivery of Countywide Library Service. The plans for Washington County include the development of an efficient and convenient transportation system that will provide movement of people and materials that will be in keeping with land use plans. The density of population affects the transportation system but transportation of a public or private nature universally available to the people is needed throughout the County. The area is a compact one that can be covered by private car without difficulty. There is a network of roads that provides excellent interconnection among all of the libraries in the County. This enables all of the librarians to meet together at least once a month. Such a meeting can be reached easily by all of the Washington County Library Network members. Because of this network of roads, a courier service can easily be developed as well as mobile library service. The conditions of the roads will have to be taken into consideration in setting up mobile library service as a determination must be made concerning whether or not the area could be traversed by a large mobile unit. It may be that a smaller one would be more satisfactory. Because of the Tri-Met bus system, people and materials can be moved more easily in parts of Washington County than in many other such areas. For those areas served by the Tri-Met bus system and the Park and Ride system, many of the library outlets can be readily reached. Private bus service for senior citizens is also provided in some areas so that they can utilize the outlets for library service. In addition to these facilities, there is rail freight service, truck service, air and taxi service. In general, there are rail, highway and instrument landing airport facilities in Washington County.

Effective library service requires a fast, accurate, dependable and suitable means of delivery of books, equipment, media, messages and general information for the person who needs these services. Washington County can provide this transportation now, and in its future planning will have an improved transportation service. Mobile library service can cover the County with adequate stops for service at least every two weeks and perhaps can achieve a weekly schedule on a consistent basis. Courier service can cover the area with daily deliveries. People will have access to library service by means of automobiles,

bicycles, by bus or by walking.

Communications — Speed of Access in Area. Directly related to transportation and the movement of people and materials is the speed and ease of access through communications within the County. The telephone service is an easy and natural means of communication. While telephone service is readily available in Washington County, a barrier still exists because some of the calls within the County are toll calls. Mail service also provides a means of communication. This service, too, has its limitations as it sometimes takes an inordinate amount of time to effect a delivery between two points geographically close. Radio and television stations are available and newspapers cover the County well. The coverage of the surrounding counties and the State is excellent also.

Good communications result in a sharing of knowledge and information among libraries. They can speed reference and information service and interlibrary loan as well as any inter-library knowledge or information that is required. The telephone and mail service are two conventional means that only need to be utilized more effectively. As the countywide cooperative library service develops, other means of communications can be implemented. It is important that the use of other means of communication be investigated thoroughly before being added to the communication network. Because funds are always a restricting force in library service, each part of a program must be carefully examined to determine its priority in the total library service program. The benefits must justify the cost. In innovative programs or pilot projects, cost benefits can only be estimated. It is often necessary to try a program on a pilot basis to determine whether or not that program should become a permanent part of a communications network.

Economy — Financing Library Service. In general the economy of Washington County is based on several patterns. While agriculture is a leading economic asset so is the timber and the manufacturing has increased 170 per cent between 1960 and 1970. The economy of the larger geographical area also has an effect on Washington County. Over forty per cent of the employed population in Washington County are employed in other parts of the Standard Metropolitan Statistical Area (SMSA) and about two per cent outside of the SMSA. Regional shopping centers have been built and are being built. Portland Community College which serves the entire region is locating a new facility on the Rock Creek Campus. The St. Vincent Hospital is a regional service. These are only a few examples of the developments in the larger geographical area affecting and will affect the economy of Washington County. Factors that are affecting and will continue to affect the Washington County economic growth are the accessibility to Portland and the reputation of Washington County for providing a good living and working environment. The projections for the County are for continued development in all areas of growth which will have a good effect upon its economy.

The determination of the method of financing library service must take into consideration the economic conditions of Washington County, present and future. Present library buildings almost without exception are inadequate. The questions of building size and location are most important when planning for new library buildings and services. In developing library service countywide, it is necessary to take into consideration the knowledge of how other services can be developed in the County and the larger geographical area. The promotion of good will and the economy of time will result in good library service but a firm economic base must also be provided. A maximum flexibility in the building and developing of the plan for library service must take into consideration the continuing conditions of the economic health of the County and the surrounding community. It is not to be expected that any one county can finance library services that will provide every item of information needed. The cooperative countywide library service must look outward as well as improving service within the County through the development of resources, buildings and personnel. To finance library service economically requires a determination of the level of service that should be provided by the countywide cooperative library service and that which can be supplemented by the larger geographical area. The services that can supplement the entire program at the State level, and at the interstate and national level also, should be considered in the initial planning and in the continuing implementation in all plans of service. Library service, to be provided

economically and to be financed fairly, must be planned so that each library pays for a fair share of the costs for the benefits received and also provides the financing of a fair share of the costs for the benefits given. Library service should be provided financially on a partnership basis — local funding with supplemental state grants and federal funding for a total national network and/or developmental program.

Library service for the people in Washington County can meet the expressed needs through cooperative action. The action requires a plan of service to develop a program to receive action. Improvements in service should be made in each jurisdiction now supporting a library in the County. The costs of books and other media are increasing rapidly so a more limited selection has to be made among the many books, cassettes, tapes and other media available for purchase and use. Expenditures will have to be increased for libraries just to allow them to remain where they are now. People require more and more sophisticated services as the level of education increases and as industrial development takes place. For those people who are seeking to improve themselves and to provide a better level of library service for their children, library service in Washington County must be provided at a higher level of satisfaction. To provide these basic services and an improved level of service, a cooperative countywide program of library service must be planned and a program of service specifically suited to Washington County developed and implemented.

3. Washington County Library Service — A Review

Library service as it exists in Washington County today developed in response to needs in certain parts of the County and in response to the activity that developed in providing library service to people. Without an over-all planned service, many areas throughout the County were left unserved — the unincorporated areas and the incorporated cities which do not provide library service. Some of these areas are served by volunteer libraries and at times school library material or university and college materials are available but not total public library service. The present libraries are not geared to meeting the needs of expanding populations and the development of new and needed services. They are not funded sufficiently well to provide these services. The Washington County Library Network has brought together librarians in the County and others interested in library and information service. Through this means, librarians are aware of each other and are working together toward improved library service. The Washington County Library Network has been formed recently so that its impact is just beginning to be felt countywide.

Public Library Service — Availability and Level of Service. In Washington County at the present time there are six public libraries supported by public funds. They are located in the cities of Beaverton, Cornelius, Forest Grove, Hillsboro, Sherwood and Tigard. All serve the residents of the cities in which they are located. Others wishing to use the library pay a non-resident fee of varying amounts from library to library. There are three volunteer libraries not supported by public funds: West Slope Library; Tualatin Community Center Library and the King City Library. The annual statistics for the year ending June 30, 1974, as issued by the Oregon State Library, show that Washington County as a county did not provide any funds for library service. The total amount provided by the cities was $164,555; the expenditure per capita countywide was $0.94; the total volumes available in the six city libraries was 108,428; the total circulation of items for the year was 371,307; the circulation per capita countywide was 2.0 volumes.

On a comparative basis the two counties adjacent to Washington County which provide countywide library service had the following statistics: Clackamas County — City funds $393,998; County funds $175,703; expenditure per capita $2.93; volumes 244,462; circulation 724,870; circulation per capita 3.9. Multnomah County expended $3,018,000 in County funds with no City funds listed; expenditure per capita $5.14; volumes 1,059,413; circulation 2,607,971; circulation per capita 4.7. The State total per capita was $4.46 and the circulation per capita was 5.9. Washington County by this comparison provides inadequate library service both as related to adjacent counties providing countywide library services and to the State totals. Most of these totals are inadequate when compared with the national minimum

standards for public libraries. Only Columbia, Morrow, Sherman and Wheeler Counties have lower per capita expenditure and circulation than Washington County on the countywide basis.

A review of the city libraries in Washington County on a citywide basis shows the following for the year ending June 30, 1974:

Public Library	Volumes	Circulation	Hours Open per Week	City Funds	Library Materials Expenditures	Library Salaries
Beaverton	37,352	188,272	48	$ 82,955	$21,967	$53,678
Hillsboro	21,875	67,274	53	31,572	7,949	25,100
Forest Grove	20,742	54,411	45	30,782	7,550	20,127
Tigard	15,075	55,127	46	19,181	3,898	12,979
Cornelius	7,906	3,673	20	00,000	41	3,087
Sherwood	5,478	2,550	10	35	280	1,057
Total	108,428	371,307	222	$164,555	$41,685	$116,028

In comparison with other libraries in Oregon, the highest number of hours a library serving the public is open in Washington County is Hillsboro with 53 hours per week and the highest number of hours a library is open in Oregon is 69 hours in the Eugene Public Library. The lowest number of hours a city library is open in Washington County is Sherwood with 10 hours per week. The lowest number listed in the statistics throughout Oregon were the city libraries of Harrisburg and Amity with 3 hours per week for each.

The library service in Washington County is drastically inadequate. The present libraries are under-supported and large areas have no direct service available to the residents. The public library buildings in the cities are all inadequate except the Hillsboro Public Library which has recently opened a beautiful new facility. The Forest Grove library has outgrown its present quarters; Cornelius is very pressed for space and will be, even though the present plans for expansion will relieve the current crowded conditions; Beaverton Public Library, even with its addition, has no adequate work space, is over-crowded and has less seating space than is needed; the Tigard Public Library is over-crowded even with its refurbished room; the Sherwood Public Library is presentiy crowded and is relieving that condition somewhat by expanding within the present building. Public library service in Washington County needs immediate attention — the people need and want library service. Such service can be developed through a cooperative plan of service and action.

School Library Service — Possibilities for the Network. School library service is more fully developed in Washington County and more nearly adequate than public library service. Its quality and availability vary, from district to district, however. The school libraries are reflective of the curriculum and supportive of it through a wide variety of library materials in all media. While they do not meet the media standards in all areas that were recently issued by the American Library Association, they do provide for the most part attractive, well-used libraries. In the area of school library service is the Intermediate Education District which, as defined by Oregon Law, is set up to provide as nearly equal educational opportunities for all the children of the State as is possible under optimum local control. In this way the IED is allowed the provision of cooperative professional services and facilities with local districts. In Washington County the IED provides a special instructional materials library.

There are in Washington County the following school districts:

School	District	School	District
Banks	# 13	Hillsboro	#3jt.
Beaverton	48	North Plains	70
Farmington View	58jt	Reedsville	29
Forest Grove	15	Sherwood	88j.
Gaston	511jt.	Tigard	23j.
Groner	39	West Union	1
Hillsboro	7		

Within the districts are many schools — elementary, junior high and senior high. There are also several private and parochial schools. Many of the schools have libraries or media resource centers and list

librarians among their personnel.

The library program, in many instances is developed to provide a balanced service to both the students and faculty as well as supporting the curriculum. Provided are materials both in book form and other media forms; librarians provide the teaching of library skills. Many of the schools provide library service twelve months and some provide daily service to the public during the summer months or at some other time that is convenient to the school program. The programs are developed to help to maintain the reading and learning abilities of the children from the time they first enter school through the school life and into the work situation in cooperation with public libraries. Through the Intermediate Education District, school librarians can request assistance in the selection of effective materials pertaining to specific education programs. All of the libraries are making their resources as widely useful as possible within the continuing need to support the curriculum of the school of which they are a part. The school librarians have shown a commendable positive and forward looking attitude, along with the other librarians in the County, in the formation of the Washington County Library Network and in their participation and support of library cooperation. School libraries need additional support just as do the public libraries. Through cooperative countywide library service, the school libraries can participate in information sharing, in the sharing of materials and in opening their facilities to the community on a planned basis.

Community College Library Service — Its Complementary Role. The Portland Community College assists educational programs for all of the community. It was organized for this purpose in 1961. In 1969, 12 community education centers provided service to 3,000 persons. In the fall of 1969, 6,132 individuals participated in classes at 49 locations; during the fall term, 1973, PCC had nearly 17,000 persons enrolled in education programs offered in locations throughout the Portland Community College District. Washington County is a part of the five county region which is served by Portland Community College. The College supports its varied programs with a library or learning resource center or centers. The PCC offers educational opportunities to all through helping to find or plan the program that they need. The services are provided at easily accessible centers throughout the district. Included in the programs are extension classes, conferences, institutes, workshops, lecture series, radio and television programs and community service events. Cooperation with the public libraries, radio and television stations and school districts in the community makes this diversity of education possible.

Washington County will receive additional services when the Rock Creek Campus is opened near Beaverton. The learning resource center services as well as those provided by the Sylvania Campus nearby will benefit the cooperative countywide library service. The community involvement in learning through the community college will enhance the educational development in Washington County and library development as well. The Portland Community College library staff has played an important part in the Washington County Library Network development. The cooperative spirit of the PCC has been demonstrated in the assistance in providing invaluable help with the recently developed union list of serials and the directory of the members in the Washington County Library Network. The library resources of the Portland Community College will provide direct library benefits to residents of Washington County and will serve in a vital complementary role to all library service in Washington County. To provide this service, the Portland Community College must receive adequate financial support for its continued development and for a campus in Washington County.

Academic Libraries — Resources Available as Back-up Material. The academic library in Washington County is that in the Pacific University at Forest Grove. This library can provide back-up services to the cooperative countywide library service that are invaluable. In one specific area alone, the Pacific University Library is the only library in the County that can provide back-up materials — that is in the area of government publications. The Pacific University is a depository library for United States Documents and for Oregon State Documents as well. According to the statistics published by the Oregon State Library, June 30, 1974, Pacific University holds 99,658 volumes; added 3,872 in 1973-74; received 856 periodicals;

added 173 microforms making its total microform holdings 3,960; the expenditure for library materials was $42,993 and for salaries $77,323 making a total operating expenditure of $145,388. The professional staff consists of 4 persons. The library building at the University is an attractive building which was designed to accommodate 240,000 volumes. Its collection in 1973-74 consisted of 96,000 volumes with 131,000 government documents and 9,600 Oregon State documents. About one third of the student body can be comfortably seated at one time. Some of the additional library services that will assist in providing back-up material include the availability of library materials as soon as a minimum of processing is completed — a service known as "Fastcat;" the Rare Book Room which can be visited; the Career Planning Information Center; the Study Skills Center which houses the Library's audio visual equipment and non-print materials such as films, filmstrips, microforms, tapes and cassettes.

As with all the libraries, the Pacific University Library could utilize well additional financial support to provide more back-up services to the cooperative countywide library service as well as more services to the students and faculty. The staff members of the Library have been active participants in the Washington County Library Network and have helped to move the program forward. As an active participant in a countywide library network as a supplementary source of materials, the University Library will be an invaluable resource.

Special Libraries — Resources Available in the Network. Washington County is fortunate in having located in the County several libraries which have specialized materials. While the libraries are developed primarily to provide service to the agency, industry, or business for which they provide resources, they are essential to the flow of knowledge and information available through a cooperative countywide library service. The staff members in the library are also a valuable asset because they are specialists in their particular area of library service. They can provide to the countywide cooperative service information which would otherwise not be available.

The following special libraries are listed in the directory of the Oregon State Library for June 30, 1974, in Washington County: Oregon Regional Primate Research Center; Oregon Graduate Center for Study and Research; and Tektronix, Inc. — all located in Beaverton. Also located in Washington County and in the Beaverton area is the medical library of the St. Vincent Hospital and Medical Center. All of these libraries are members of the Washington County Library Network and can provide access to materials that could not be utilized otherwise within Washington County. Located outside of Washington County but a member of the Washington County Library Network is the Port of Portland Library. Although these libraries would serve primarily, as does the Pacific University Library, as back-up libraries, the materials and information that they bring to the information sharing are invaluable. These libraries also would benefit because they require information from each other and from the other types of libraries on occasion.

Oregon State Library — As a Resource Agency. The Oregon State Library serves primarily as a back-up service to public libraries in providing materials which are otherwise not available to them. It provides to the libraries information, cooperation and support. The many services of the Oregon State Library are described in their Annual Report and their resources in their recently issued acquisition policy. Their interests as expressed in the 1974-75 long range plan for library service under the Library Services and Construction Act are *Accessibility* of library resources; *Adequate Staffing* by recognizing the importance of continuing education; *Financial Support* by assisting both on the state and national level to support funding for library development activities; *Well Selected and Maintained Collections; Coordinated and Cooperative Effort; Community Involvement* and *Physical Facilities*.

Areas without Direct Access to Library Service. Of all the serious problems attendant on library service or non-library service in Washington County, the most serious is undoubtedly the over 100,000 people who now do not have direct access to library service. This lack is serious in so many ways. For the people because they must pay a non-resident fee or go without direct access to library service. For the librarians because there is the constant necessity ot denying service to people who wish to use the library but are not

entitled to service. In Washington County, only those people who are living in cities where the library is supported by city taxes have library service available on a walk-in, no-fee basis. Library service is not really a free service as no tax supported services are really free. But through a countywide cooperative library service, all of the libraries would be supported by all of the people. All of the people in Washington County then would be entitled to whatever program of library service is developed on a countywide basis. The service that should result is that all of the people, almost 190,000, will be entitled to a free, direct, walk-in public library service in Washington County. In addition, all of these libraries would be strengthened in services and in resources.

Cooperative Library Service Activities. The most positive activity that has taken place in Washington County as far as cooperative library service is concerned is the Washington County Library Network. The fact that all types of libraries are included in the Network, are actively participating in and supporting its program speaks well for the interest in library service in Washington County. Two publications that have developed from the network are the union list of serials and the directory of the network. Both provide access to information which would otherwise not be available. The interest of the Network in combining the Washington County union list with that of the Clackamas County union list which was recently published is also commendable for both counties. Much remains to be accomplished in the Network but through a cooperative countywide library service, all efforts will provide immediate results.

The Oregon State Library has a deep interest in the development of cooperative library service and service on a countywide or on a larger geographical basis. The Oregon State Library now provides back-up services to the libraries in Washington County as is shown by a review of the questions forwarded to the Oregon State Library because they could not be answered locally. The Oregon State Library can assist in a cooperative network also through forwarding requests that cannot be answered there to other libraries or information centers where the answers can be found.

The Intermediate Education District is developed as a cooperative program directed primarily at school services. Through assistance with a courier service, the IED has made a contribution to the Washington County Library Network. Additional services available on a cooperative basis through IED can be developed through a plan of service. With the necessary funding available, the many services such as audio visual materials and computer services can be utilized cooperatively.

The school libraries are cooperating with the community through providing service to the community when possible. Many times the public does not know that the school library materials are available for their use. At other times, the newspaper will carry the announcement of the opening of school libraries for community use for certain hours on certain days. Such cooperation with the community and with the other types of library services can benefit all of the people in Washington County. It provides to the school, also, the opportunity to show the community the services available to the students and to the community. Such a program enables a school to make maximum use of its library facilities. They will not be closed evenings, week-ends and through all of the summer months. With the development of a plan of service for cooperative countywide library service, the schools can become even more actively involved.

The Pacific University has a history of cooperative activities throughout all of its years of providing library service. The staff of the Library has been most active in the development of and participation in the Washington County Library Network. With a continued interested support of cooperative countywide library service, the Pacific University Library can provide resources to the residents of Washington County as a back-up service that will be of great value to them. The special libraries in the area, also, provide valuable and unique back-up services. Although there is only one community college, Portland Community College, it has many service outlets. The library has been most active in and supportive of the Washington County Library Network. Because the PCC covers the entire County, they are already involved in countywide library service in a cooperative manner. Because education both in the formal sense and in the informal manner transcends political boundaries service such as is provided by the Community College should be available to all of the people as it now is. The same is true of library service

which will be available to all in Washington County and transcending political boundaries. Library service will be then, as education is now, available to all.

Resources within the Libraries. Adding together all of the resources in Washington County, the present resources available are inadequate in number and kind for a population of nearly 190,000. The libraries as a whole have not taken advantage of the new technological advances that have made libraries true information centers. There are libraries within the County that have some of the resources that are necessary to a sophisticated and well educated population but many do not. The resources are lacking also for those who do not have the reading facility necessary to utilize a library to its maximum. Because the total support for library services in the County is low, the resources are inadequate.

Use of Libraries. Although library use cannot be measured entirely by circulation figures, they are one indicator as to the usefulness of the library to the residents. Some of the libraries show unusual use of the materials in the collection. Others are used very little. Library use will increase dramatically when a cooperative countywide library service is established. For that reason, among others, the present libraries need to be strengthened and new library facilities provided.

Non-Library Users. There exists a larger number of non-library users in Washinton County than will be found in most comparable areas. People in the County do not use the library for a variety of reasons. The on-site interviews revealed an unusual frustration among non-users. There are the usual non-users who have all the books they need at home or who have never developed the habit of reading and have not found that there are other media available. But most of the non-users were in that category because they lived outside a city supporting the library. Although many would have paid the non-resident fee, they found it bothersome to have to pay a fee for using the library. Others could not afford the payment of a non-resident fee. Some had used the libraries or a particular library and had found it wanting in the materials needed so did not return. The problem of lack of parking space was a deterrent to others. Many had no transportation available to them to go to the library and the library was not in walking distance.

In Washington County there are many people who have lived elsewhere and have had quality library service available to them. When they located the library nearest to them, they found that either they could not use it because they were not residents of the city or that the library was inadequate for their use. These are only a few of the reasons that non-users gave for not using the present library service in Washington County. Many of the non-users were supporters of cooperative countywide library service so that they would have library service available to them. Many believed that library service should be given a priority in Washington County among the services being provided.

Staffing of Libraries. One of the most valuable resources in a library is the staff of that library. To develop programs of library service in a countywide cooperative library service requires staff that are trained professionally and/or experienced in library service. The staff in the libraries in Washington County is inadequate in number. One of the problems that the users and the non-users had in utilizing or not using the library service was the inadequate hours of opening of the libraries. Libraries cannot increase their hours of opening unless staff in quality and quantity is available. Staffing is most important to the library service program also because library service should be taken out to the people in the community as well as providing programs of service in the library building itself.

Library service standards specify that one staff member should be the minimum provided for each 2,000 people in the service area for public libraries. This standard is not reached in Washington County. This is a good numerical minimum standard but more important in a cooperative countywide service is that the number of quality of staff members be determined by the needs of the program developed. In such a service, the staffing should be built on present strengths. After the basic staff has been supplied to support the general services available and the hours of service provided, a specialized staff should be added because the present public libraries in Washington County have few specializations in their current staffing.

Training of Staff. Quality in staff can be provided on a continuing basis only through training. Basic

training should be provided for those staff members who require it in addition to on-the-job training. Additional education should be available in the areas of outreach programs, new technological advances, interpersonal relations, public administration, new advances in all aspects of librarianship and other such courses which will increase the quality of the staff both in depth of knowledge and in breadth. The continuing education provided should not be confined to library techniques. It should also be general and should be provided in conjunction with other professions so that library staff members can work easily in the political process. Through such training also, library staff members can become more proficient in working in the community both within and without the library building itself. The facilities for this training are available in the State or Oregon and in the adjacent states. The Western Commission for Higher Education also provides training programs that will be helpful to the staff members in the Washington County libraries.

Financing Library Services. The present method of funding library services in Washington County allows only those in cities funding public libraries to have access to the public library service provided. The present financing of libraries in this County does not provide the necessary per capita expenditure. Taken countywide, the per capita expenditure in Washington County for library service is $0.94. Taken by each city supporting a public library, the per capita is approximately $2.50 in the cities. Experience has shown elsewhere that the minimum per capita for library service of minimum adequacy is at least $5.50. Because of the compact nature of Washington County and the economical manner in which service can be provided in a countywide cooperative library system — $5.00 is an adequate figure to set as the per capita cost for library service at a basic standard of adequacy for Washington County.

The first priority in the County must be to provide library service to those who do not now have such service. Concurrently with this extension of service must be the strengthening of the existing libraries in order to bring the cooperative countywide library service to its minimum adequacy. In all probability, the funding for library service will not move immediately to the $5.00 expenditure per capita but it is necessary that it move above the present low figure. Also, all should be equalized throughout the County on a per capita basis as far as service and the cost of that service is concerned. As the service is improved countywide on a cooperative basis so will the funding for library service.

Physical Facilities. A brief review of the present library buildings in Washington County shows immediately the need for a building program for libraries. New buildings are definitely needed in Forest Grove, in Beaverton and in Tigard. The present buildings are outgrown and inadequate. Some of the other areas that will be proposed for satellite libraries will not require new buildings because rented quarters will be more satisfactory and flexible as the living and working pattern of the public changes. Shopping centers are excellent locations for library outlets or any such area where people naturally go and which are easily accessible. It may be that some of the school libraries can open to the public where it is not feasible to locate another library in that same community.

It is excellent that the City of Beaverton is planning a new and larger library, that in Forest Grove the proposed new library building has top priority, that Tigard is considering new and larger quarters and that Cornelius and Sherwood are expanding. Hillsboro already has a new facility. A new and attractive library building in each of the larger cities will have a direct beneficial effect on the quality of library service given. The refurbishing of the other libraries in the area and the establishment of additional convenient outlets will also raise the level of service for libraries in Washington County.

Salaries of Staff. For a library staff to be efficient and of high quality, the staff members must receive sufficient salary, fringe benefits and work incentives. The salary schedules of personnel in libraries should be comparable with those of personnel engaged in comparable professions. Educational qualifications should be related to the position and the duties established for the position. It is not enough to set up a fair and equitable salary schedule but that salary schedule should receive annual review. Several ranges should be established on the salary scale so that the staff members can progress as they work in a single library. It is important to attract and retain the best in library staff. Volunteers can be most helpful in

developing library service but they should provide service in addition to the regularly employed staff. A paid staff is necessary in developing a library program but volunteers who have received training from the library staff provide an excellent means of extending library service programs.

To recruit the best in library staff and to retain them once employed, it is necessary that the salaries paid by the libraries are comparable to those paid in similar jurisdictions. Because librarians are recruited on a nationwide basis, the national standards for salaries paid on a national basis should be considered in setting salary schedules. Each library position should have clearly defined duties and the salary set in accordance with the duties to be performed. Staff morale and job satisfaction are closely allied to good library service. For staff to create and develop imaginative programs of library service, that staff must be released from concern about salary and confusion in work assignment. Efficiency in a library staff results from good administration and an administration which is concerned with the job satisfaction of the employees.

With a cooperative countywide program, an in-service training program can be given on a countywide basis or involving other counties as well. It is possible to train staff efficiently by setting up an exchange program among the libraries in the County or in other counties to provide a broader outlook for all of the staff members. Such an exchange program benefits not only the staff members being exchanged but also the staff in the library to which they go for their training.

Attitude of the Public toward Library Service. The review of library service in Washington County indicates that library service has a very low priority in its support from public funds. The situation would be a discouraging one if there were not also the contradictory situation which the Consultant found in talking with people during the on-site visit. There is in Washington County a very high level of desire for library service — not just library service but for quality library service. This attitude was found in all areas of the County and with all groups of people. The same positive attitudes were identified in the users and the non-users — the desperate need for available and accessible library service. The residents of the County have already taken action in some instances to work toward achieving such improvement. The action has been well developed and can be incorporated into a plan of service on a cooperative countywide basis. The people of the County are not only vitally interested in the provision of library service but they are actively working in various areas of the County so that in one way or another it is provided. This is a most commendable attitude and action for accomplishing a cooperative countywide library service.

This interest will be a continuing one because the people themselves are very much involved in solving the problem of how good library service can be provided. People need to know the library services they can utilize now, how they can benefit from these services and what new services could be available in libraries. They need to know, also, how new services can be provided, how they can have access to them and how all of the libraries can be better financed. With such interest on the part of the public, they will find a method for improving the service in libraries in the County without increasing administrative costs. Library funding needs to be increased and the additional funds raised turned directly into new and better services. Care must be taken to turn the tax money that is provided into programs of service rather than into an unnecessary overhead for administration. Without doubt there is need for more staff, capital improvements in the form of buildings, better and more varied collections of library materials and in larger quantities with a faster transportation and communications service. All of these services will be paid for by the funds raised by taxes. But with the development of cooperative countywide library service and with the constant planning with the people, the public funds can be utilized directly in programs of service and not diverted to unnecessary costs for administration or unnecessary duplication of personnel, staff or service.

Library Service in the Washington County Area. Every effort should be made in the development and implementation of the plan for cooperative countywide library service to insure that the service is not uneven but that a common level of quality service is available countywide. Both the countywide service and the strengthening of present libraries should be developed simultaneously as they are tied in together. Another program that can be developed immediately is that of insuring a fast and accurate flow

of information. Because the Washington County Library Network already exists, these programs can be developed immediately. Emphasis should be placed on the provision of reference and information service as well as well-developed research service. Emphasis should also be placed on library service to business and industry as well as to other groups that have expressed several interests. Programs such as library service to children and young adults that are presently in existence should be improved through the comprehensive plan for library service on a cooperative countywide basis. All of these services will not come together at once but will need to be phased in. Pilot programs can be established in areas where such are needed.

Because any plan of service should be developed with an outward look as well as an inward service, the plan of service should be flexible so that a larger geographical service area can be developed at a suitable time. The Portland Community College serves a wider geographical area than Washington County with a high quality of service. The Metropolitan Service District is now concerned with public libraries as well as with other services on a large geographical basis. The Columbia Regional Association of Governments has an over-all concern with a larger area geographically which affects libraries. A good comprehensive plan for cooperative countywide library service in Washington County will not lock in the service in Washington County but will have the flexibility of including a larger geographical area as such becomes necessary. The Washington Countywide Cooperative Library Service may also have an interest in working with the Chemeketa Cooperative Regional Library Service in the Counties of Polk, Marion and Yamhill as well as with the countywide service in Multnomah and Clackamas Counties or work with the regional group that is developing with Washington State on an interstate basis. These are only some of the suggestions that can be followed in the continued improvement of library service in Washington County for there are many, many more ways in which the Cooperative Countywide Library Service, Washington County, Oregon, can reach outward as well as developing inward in providing quality library service to the residents of the County.

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6. Library Profiles in Washington County, Oregon—General Information

1. Beaverton City Library — The governing body of the library is the City of Beaverton. The latest official population entitled to library service is 22,000; the population currently receiving service (estimated) is 50,000. The book stock consists of 37,352 volumes and there are 122 periodicals and seven newspapers. The Library has 132 films and 40 cassettes. The average circulation per month is 15,690 and the highest is 17,501 and the lowest is 11,971. The materials circulated numbered 188,272 and the percent of the collection withdrawn annually is 3%. The total yearly income is $71,985; the expenditure for personnel is $53,678; the operating expense is $78,520; and the book budget is $21,967. These statistics were for the year 1973-1974. The library provides 48 hours of service per week.

2. Beaverton High School Library — The governing body is the School Board — School Administration. The latest official population entitled to library service is the school population in District 48. The population receiving service (estimated) from B.H.S. is 1800. The book stock consists of 20,000 volumes with 175 periodicals and 8 newspapers. The High School Library has material in non-print also. The circulation of books on the average per month is 1400 with the highest 1580 and the lowest 878. The Library supplements its materials from the Oregon State Library. 4-5% is withdrawn annually from the collection. The average hours of service per week are 40 hours — 7 am to 4 pm Monday through Friday. The total yearly income is part of the over-all school budget. The book budget is $10,000.

3. Catlin-Gabel High School Library — This school is a private non-denominational school. The Librarian is free to organize and manage the Library. The Librarian responds to the administration only for budget. The latest official population entitled to library service is 346. The population currently receiving service is 346. The book stock in titles is 8,909 and in volumes 10,364. There are 34 periodicals and 5 newspapers. The type of materials borrowed includes books, audio visual materials and periodicals. About 1% of the collection is withdrawn annually. The average hours of service per week are 35-40 hours. The total yearly income is $3900. The total expenditure for personnel is $10,000. The operating expenses are $3900. Of the $3900, 2/3 is spent on books. The Library provides library service to grades 9 through 12, to a number of students in the Elementary School, and to the faculty of the Lower, Middle and Upper Schools. There are a considerable number of parents who use these library facilities. The audio visual materials consist of filmstrips-30; globes-2; wall maps-20; records-217; record albums-70; and transparencies-18.

4. Cornelius Public Library — The governing body is the City Council. The latest official population entitled to library service is 2,385. The population currently using the service (estimated) numbers 81 families and 189 individuals. The book stock consists of 7906 volumes, 10 periodicals and 2 newspapers. The highest circulation per month was 504 and the lowest was 293. The average hours of service per week are 20. The total yearly income is $3560 with $2701 for personnel and the book budget is $750. These are figures for 1973-74.

5. Gaston Union High School Library — The governing body is the Gaston School Board. The latest official population statistics show that 148 high school students are currently receiving service. The book stock consists of 7,000 titles. There are 26 periodical titles and 3 local newspapers and one Portland newspaper. The Library has filmstrips, pamphlets and records. The average circulation per month is 300; the highest is 519 and the lowest 237. The average hours of service per week on week days are 8 am - 4 pm. The total yearly income is the tax base of the school district. The expenditure for personnel is for a school librarian and an aide. The book budget is $1,200. The Library is currently open to school students only. Gaston is a community of 450 people in the city limits and almost that many in the surrounding area who have *no public library* service.

6. Hillsboro Mid High School Library — The governing body is the Hillsboro Union High School District, 3jt. The latest official population entitled to library service is 1553 and that number receives it currently. The book stock consists of 11,000 volumes with 89 periodicals and 8 newspapers. The average circulation per month is 1900 with the highest 2600 and the lowest 1300. About 2% of the collection is withdrawn annually and the library is open 40 hours per week. The total yearly income from the district funds is

$8,317. The expenditure for personnel is for one librarian and two aides. The book fund is $3,800 for 1974-75. Audio visual material is added each year — filmstrips-225; tapes-161; kits-212; and others such as slides, maps, models and charts.

7. Hillsboro Public Library — The governing body is the City of Hillsboro Board of Trustees. The latest official population entitled to library service is 18,000. The Library has about 500 non-resident cards. The book stock consists of 27,000 volumes of which 5884 have been added since June 30th. The Library is adding about $40,000 in books before June 30, 1975. The Library has 500 recordings and more than 200 ready for use. The average circulation for a month was 5,606 with the highest 8,259 and the lowest 3989. The average hours open per week has been 50 and has been increased to 53. The budget was increased this year to $55,456. The library budget without the building or book budget last year was $32,554. The expenditure for personnel is $25,100; for operating expense $2,632. The Library has a bond issue item of $106,000 for two years; before this it was only about $5,000. These figures are for 1973-74.

8. Hillsboro Senior High School Library — The governing body is the Hillsboro Union High School District, 3jt. The latest official population entitled to library service is 1213. The population currently receiving service (estimated) is 1200. The collection consists of 11,223 books, 132 periodicals and 7 newspapers. Other materials are 1669 audio visual materials — tapes, slides, filmstrips. The average circulation per month is 2832. 456 books have been borrowed from the Oregon State Library for the year. AV material has been borrowed from other schools in the District. The books withdrawn annually — lost or stolen — 3.55%. The average hours of service per week are 43. The total yearly income for materials only is $11,575, local budget; $2,143, Elementary and Secondary Education Act Title II (ESEA); expenditures from ESEA Title II funds supplement the local budget. $24,000 was estimated as being spent for personnel and the book budget is $5,000. A normal school library situation exists. The service is to grades 11 and 12 only and provides both print and non-print materials.

9. Jesuit High School Library — The governing body is the local school. The latest official population entitled to library service is 500 but the Library is open to any others. The population currently receiving service is estimated at 600. The collection consists of 5200 books, includes 41 periodical titles and 4 newspapers in newsprint. The Library has 43 video tapes, 53 phonograph records and three filmstrips. The average circulation per month is 700; the highest is 1050 and the lowest is 575. The highest in reference information was 250, the lowest 105 and the average per month 130. The Library does not borrow materials on interlibrary loan. 2% of the collection is withdrawn annually. The Library is open 40 hours per week and any evening or weekend on request. The Library does not charge fines. The expenditure for personnel is $17,000; — the operating expense is $2,000. The book budget is $3,750.

10. King City Public Library — The governing body is the King City Civic Association. The latest official population entitled to public library service is 2,000 and that number is receiving service. The book stock consists of 3,000 hardcover books and 2,000 paperbacks. There are 26 magazine titles and no newspapers. The Library has 100 jigsaw puzzles. The average circulation per month is 100 hard cover and 1,000 paperbacks books. They do not borrow from other libraries. The Library is open 40 hours per week. All materials and services are donated and the personnel are volunteers. Their operating expenses for the Library amount to about $50.00 per year. The Library is in a retirement community of approximately 2,000 people. Two head librarians and six assistants (all volunteers) staff the Library approximately 40 hours (total) per week. The Civic Association provides funds for small supplies and materials used in building the shelves. There is, however, no fund for new books. The Library is open from 9 am to 9 pm but it is staffed only about two hours a day with no specific hours. Check-out cards are used for hardback books only, but all borrowing is on an honor system. The staff is concerned only with selection and processing of donated books, returning books and materials to the shelves and keeping the Library attractive. There are tentative plans to form a Friends of the Library group.

11. Learing Resource Library — The governing body is the Beaverton School District #48. The latest population entitled to library service is 1,350 and that population is currently receiving service. The book stock consists of 8,000 volumes and 7,500 titles. There are 40 periodicals and no newspapers. The Library has Education Resources Information Center (ERIC) Index and Service. The average circulation per month

is 400; the highest is 600 and the lowest is 320. The highest number receiving reference and information service was 70; the lowest was 38 and the average per month was 50. The per cent of the collection withdrawn annually is 5%. The average hours of service per week are 45 and the Library is funded by the District operational budget. The expenditure for personnel is $12,000 — the operating expenses are $4,400. The book budget is $9,000. The Learning Resource catalog is designed to provide District teachers and administrators with a wide range of instructional materials to meet their professional worth as well as provide current research information. The Library contains about 4,000 professional titles in the field of education and closely related area; 4,000 textbooks and teacher's guides selected from the Oregon Board of Education textbooks adoption list; several thousand resource guides and courses of studies from the school districts throughout the county. The Library currently subscribes to approximately forty educational journals and the *Education Index*. The ERIC Index is available back to 1966, and the microfiche copies of research studies are available to the Library from the Northwest Regional Laboratory. A reader-printer located in the Library will make paper copies of the microfiche reports available to the patrons. If the Library does not currently have a copy of a book or journal article, the Washington County Library Network or the Oregon State Library holdings are utilized. Any staff member, student, or District residents are welcome to use any of the materials or services of the Learning Resource Library. The Library is open from 8 am to 5 pm, Monday through Friday, and is closed on legal holidays.

12. **Materials Center, Forest Grove High School** — The governing body is the Forest Grove School District #15. The latest population entitled to service is 900 and that number is currently receiving service. The book stock consists of 10,000 titles and 12,000 volumes. The Library has 162 periodical titles and 173 volumes with 9 newspapers in newsprint. The Library has 500 records, 200 filmstrips, 120 pictures, 189 kits, 103 loops, 50 posters, 150 maps, 2000 pamphlets and 70 transparencies. The average circulation per month was 788 with the highest 1111 and the lowest 571. On an average the Library borrows 75 books per year from the Oregon State Library. The average hours of service per week are 47½. The school budget for the year is $8,720. The book budget is $6.75 per capita. The Senior High serves grades 10-12 and the faculty. All materials may be checked out by the teachers and most by the students. Teachers may make any arrangement for materials that suits them — materials on reserve in the Library or collected for class use in some area of the Library or sent to the classroom for as long as the teacher needs it. Students may check out materials for two weeks and renew. If necessary, the Library will check out some material for a term. Audio visual equipment is provided for all AV materials. Student assistants deliver equipment and material and will operate equipment if the teacher desires. Other services include copying on a copy machine, making transparencies, dittos, mounting and laminating, video-taping and taping. Aside from the Library's own collection and equipment, the Library has excellent daily service from the Washington County Intermediate Education District and the Instructional Materials Center (IED and IMC) for preview, purchase, repair of equipment and supplies. Services include also production of *almost* any kind as well as 16 mm films and models. The Library makes use of the Oregon State Library and its book catalog. The Library also has a good arrangement with the Pacific University Library which permits the high school students to make use of their materials. Many of the students use the public library after school and in the evenings.

13. **Oregon Graduate Center for Study and Research Library** — The governing body is the Board of Trustees. The population served numbers approximately 70 and is staff. The book stock contains 3500 volumes with approximately the same number of titles. There are 150 current subscriptions to periodicals. Government reports are also included in the Library as well as 250 reels of microfilm (back issues of periodicals). The highest circulation per month was 86 with the lowest 15 and the average per month was 31. The average hours of service per week are 30. The Oregon Graduate Center is a research institute in the physical and to a lesser extent, the biological sciences. Students at the graduate level are accepted for MS and Ph.D. degrees. Staff presently includes 23 faculty and 12 students. The Center is a private institution with funding coming from local individuals and corporations. Research projects are funded by federal and state agencies and by local corporations. The Library has the main abstracting and indexing tools, subscriptions to the most relevant periodicals and small collections of textbooks and reference books covering the Library and the Center areas of teaching and research.

14. **Oregon Regional Primate Research Center Library** — The governing body is the Oregon Regional

Primate Research Center. The latest official population entitled to receive library service is 200 and that number receive it. The book stock numbers 4450 volumes; there are 5200 bound periodicals and no newspapers. The Library has 30 films. The highest circulation per month was 671 with the lowest 406 and the average 544. The highest number of long reference questions was 12 and 50 short; the lowest was 0 long and 19 short; the average was 5 long and 34 short. The materials borrowed were 1445 in twelve months. Less than 1% is withdrawn from the collection annually. The average hours of service per week are 42.5. $19,900 is the budget for books, periodicals and binding. These figures are for the year 1973-74. The Library is a special library in biomedical research. It is not open to the public but can, on request, be utilized through the consultation of materials in the Library. It serves the investigative and administrative staffs of the Center.

15. Pacific University Library. — The governing body is the Board of Trustees of Pacific University. The population served is the college community and the residents of Forest Grove. The book stock consists of 100,000 volumes. There are 856 periodicals and 23 newspapers. The Library also has 129,602 government publications. Pacific University Library is a depository library. The highest circulation per month was 2,955 with the lowest 768 and the average 2,019. Weeding of the collection is being done as a part of the reclassification from Dewey to Library of Congress. No figures on volumes withdrawn are available as yet. The yearly income is $116,555. The expenditure for personnel is $59,225. The operating expense is in the University budget. The book budget is $18,500; the periodicals budget is $15,000 and the binding budget is $4,000. The budget figures are for 1974-75. The materials figures are for 1973-74. The primary mission of Pacific University Library is to serve the research and information needs of Pacific University students and staff. In addition to these services, the Library issues complimentary library cards to residents of Forest Grove, local teachers and alumni of Pacific University. Forest Grove High School students can use the Pacific University Library on an interlibrary loan basis. The FGHS Librarian gives them a card on an as needed basis. The Library is making the resources available on an interlibrary loan basis to libraries in the Washington County Library Network.

16. Portland Community College Media Center — The governing body is the Board of Directors, Metro Area Community College District. The latest official population entitled to service is 650,000. The population currently receiving library service (estimated) is 50,340. The book stock numbers 44,148 volumes and the periodicals 795 with 80 on microfilm. The Media Center has 35 newspapers. The Center holds 6,541 audio visual materials. The highest circulation per month was 14,601 with the lowest 2,767 and the average 8,103. The reference and information questions answered per month average 388 with the highest 613 and the lowest 179. The materials borrowed number 86. 9% of the collection is withdrawn annually. The average hours of service per week are 185 during the school term. The expenditures for personnel are $236,943; operating expenses are $325,476 and the book budget is $46,000. The District comprises the school districts of Portland, Sauvies Island and Riverdale in Multnomah County; St. Helens, Scappoose and Vernonia districts in Columbia County; Newberg in Yamhill County and all of Washington County. The community college district covers an area of 1500 square miles and includes metropolitan and rural populations of numerous ethnic, educational and financial backgrounds. The Media Center provides support materials for the programs taught by the college in both print and non-print forms. All instructional materials are purchased, cataloged and circulated generally through the Media Center. Major program areas are career education, college transfer programs, community services and counseling. Actual enrollment in 1972-73 was 10,542 full-time equivalency students, or 47,572 head count. Each registered student is issued an identification card which also functions as a borrower's card for Media Center services and materials. In addition, any senior citizen resident of the District may receive the same card upon request. Other citizens may use the materials on campus but do not have borrowing privileges. "Media Center" is the title for the entire library/audio visual complex. Physically, each of the three campuses houses a Media Center with numerous Resource Centers in various areas. Each individual center operates as needed by the educational program with the hours, staff and materials determined by necessity. Materials are selected primarily by instructors and are curriculum-supportive with few titles of a recreational nature. The material is catalogued by the abridged Dewey decimal system; cards for all materials are interfiled in the central card catalog. A computer-generated book catalog with supplements is also produced.

17. Rogers City Library — Forest Grove — The governing body is the City of Forest Grove. The latest population entitled to library service is 10,050. The population currently receiving service is estimated at 31,885. The book stock numbers in volumes 20,742 and in titles 20,192. The periodical titles number 115 and volumes 343. The library takes 7 newspaper titles and has 30 years of the town newspaper on microfilm (35 mm). The Library has 135 phonorecords; 348 paperbacks which are not cataloged. The library has approximately 230 maps (uncataloged); 4 drawer pamphlet file. The highest circulation per month was 5,421 and the lowest 3,650. The average per month was 4,534. No record is kept of the reference and information questions answered but it is estimated at 60-70 per month. There were 54,411 transactions including periodicals and records. The per cent of the collection withdrawn annually is about 2% for the fiscal year, 1973-74; the average for other years is about 5-6%. The Library is open for service 45 hours per week. The total income for the Library from the City was $37,432; the expenditures for personnel were $20,127; the operating expenses were $30,782 and the book budget was $6,600. The figures are for the fiscal year 1973-74. The Forest Grove Library is the only public library in the County west of Cornelius and has registered borrowers from as far away as Vernonia (Columbia County) and Yamhill (Yamhill County). Subsequent to the yearly statistical report, the Library made a physical count of registered borrowers in the City and out: Families: City-2,539; Out-of-town-235. Total number of individuals: City-6,401; Out of Town-828. There is no direct charge for borrowing privileges to City residents but a $2.00 annual fee is charged per out-of-town family. The total population of western Washington County (County Division: Buxton, Timber, Cherry Grove, Forest Grove; Places: Gaston, Forest Grove, Cornelius, Banks) was 31,885 in the 1970 census.

18. St. Mary of the Valley High School Library — The governing body is the Sisters of St. Mary. The latest official population entitled to library service was 330 and that is the population receving service. The Library is completely correcting and retyping the card catalog file. Until all of the work is completed there is no accurate count of titles. The Library has approximately 8000 volumes and 56 periodicals and five newspapers. They also have about 10,000 slides. The highest circulation was 932. This figure does not include hourly reserves. Materials borrowed from the Oregon State Library included about 80 books in 1974 — in September and October. Books were also borrowed from the Beaverton City Library. Several students and teachers have borrowed from the Multnomah County Library. A few thousand books were withdrawn when the school moved into the new library but not many since. The Library is open 7:30 am to 5:00 pm daily — school days. There are no salaries in income. Two girls work one hour daily for tuition. The operating expenses — about $2000 and the book budget is $3000. These figures were for 1973. The girls borrow materials for class room work. The school lets the girls borrow for their families. Otherwise the Library specializes in research materials for classwork. In the past three years the Library has purchased everything available in reference materials. As a result of this purchase plan, the Library has an excellent reference collection.

19. Sherwood Public Library — The governing body is the Library Board. The latest official population entitled to library service is 2000. The population currently receiving service is 250. The book stock consists of 5,478 volumes. There are no periodicals nor newspapers. The highest circulation per month was 100 and the lowest 20. The average circulation is 80. The average hours of service per month are 10 hours. The total yearly income is $1272; the expenditures for personnel are $972 and the book budget is $300 as is the operating expense. As of April, 1974, a new librarian took charge. The attendance has been poor but the membership increased with the interest that was added after the period listed above. There are three periodicals and two newspapers now. Many books have been added and old books have been replaced and repaired. The circulation is now at least 400 per month and climbing each week. With community cooperation, the library has been redecorated to brighten it up as far as the interior is concerned. A weekly and monthly newspaper article is submitted listing the latest book arrivals with reviews. The budget has been increased and one hour added to the work schedule. The City is very proud of the library and intends to keep working on improvement along with improved circulation.

20. Sunset High School Library — The governing body is Beaverton School District #48. The latest official population entitled to library service was 1796 and the population currently receiving service (estimated) was 1700. The Library has 23,316 volumes and 20,380 titles. There are 5 duplicate titles among the 223 periodical titles; the Library has 40 periodical titles on microfilm, 11 newspapers including 6 local/state

and 5 national and has a small collection of records, picture prints, tapes, filmstrips, film loops and slides. The highest circulation per month was 3,869 and the lowest 2,975 with the average of 3,741. All types of materials are borrowed. The withdrawing of materials from the total collection is a continual process. The average hours of service per week are 50 hours. The personnel consists of two certified librarians; 1 eight hour clerical; 2 seven hour clericals and 1 four hour clerical. The operating expense is $23,653 and the book budget is $10,193. All of the information is for the fiscal year 1973-74. Periodicals are stored for a minimum of five years. Microfilm is available for selected time periods — for periodical titles older than 5 years.

21. Tektronix, Inc. Library — The governing body is Tektronix, Inc. (electronics manufacturer). The latest official population entitled to library service includes all Tektronix employees. The population currently served (estimated) is 1500; the book stock is 6,861 volumes and 5,125 titles. The Library has 279 current periodical titles, plus backfiles. The Library has 3 newspapers and 1 newspaper microform backfile. It also has the National Technical Information System (NTIS) reports - 500. The highest circulation per month (books only) was 752 and the lowest 496. The average was 585. An average of one item is borrowed on interlibrary loan per day — mostly periodical articles. Approximately 5% of the collection is withdrawn annually. The average hours of service per week are 50. The operating budget (1974-75 fiscal year) is $38,000 which includes books, subscriptions, microfilm, office supplies, computer time and binding. The Library serves the work and goals of the Company, especially in electronic research and development and in administration. It is not open to the public but materials may be used in the Library by appointment.

22. Tigard Public Library — The governing body of the library is the Library Board — City of Tigard — Council Administration. The latest official population entitled to library service is 9500; the population currently receiving service is 20,000; the book stock consists of 15,975 volumes and 12,811 titles. Two newspapers are received; the Library has records and cassettes — players and slide projectors. The highest circulation per month was 5,453 and the lowest 4,233 with the average of 5,000. The average number of reference and information questions answered per month is approximately 300. The material borrowed numbers 126 items from the Oregon State Library at the expense of the City of Tigard. A small proportion of the collection is withdrawn annually. The total income for 1974-75 is $26,698; the expenditures for personnel are $16,093; operating expense, $7,630 and book budget $3,000. The Tigard Public Library service covers the towns of Tigard, Durham, Tualatin, Sherwood and the unincorporated areas of Metzger, Garden Home, Scholls and Progress. The area included is down Highway 4 to Wilsonville and includes the area to the Multnomah County Line, the Clackamas County Line and to the Yamhill County Line. One of the library services provided is a story hour. The average number of hours the library is open each week is 46½.

23. Tigard Senior High School Library — The governing body of the Tigard Senior High School Library is the Tigard Public Schools. The latest official population entitled to service is 1173.8 and the population currently receiving service is the same. The book stock consists of 14,000 volumes and the Library receives 8 newspapers. The School Library borrows from the Oregon State Library. The book collection is weeded as is needed. The average hours of service per week are 42½. The total yearly income is — District funds $15,091 and from ESEA Title II (Elementary and Secondary Education Act, federal funds) $2,000. The expenditure for personnel is approximately $35,000 and the book budget is $6,491. The circulation varies with the curriculum concern.

24. Washington County Instructional Media Center, and Special Materials and Evaluation Center — The governing body is the Washington County Intermediate Education District with headquarters in Hillsboro. The population entitled to library service includes 38,000 students (K-12) 2900 teachers and administrators in 13 school districts. The population receiving service is the same. The book stock in the Special Materials and Evaluation Center contains 1500 volumes of instructional materials. The Center receives 20 journals related to in-house professions. The Library receives two local newspapers. The IMC has 6500 16 mm films; 100 models; kits. The Specials Materials and Evaluation Center has in multimedia 3500 titles. During the school year the highest circulation is: IMC-2400; SMEC-5800; the lowest IMC-1600 and SMEC-600; the average circulation per month is IMC-2000 and SMEC-1200. The reference and information questions answered per month in the Special Materials and Evaluation vary from the high per

month of 150 to the low of 60 with the average at 80. The materials borrowed include instructional films, books and multimedia kits. 2% of the collection is withdrawn annually. The average hours of service per week are — open 8 to 5, Monday through Friday. A Washington County property tax funds the Center plus ESEA (Elementary and Secondary Education Act) and NDEA (National Defense Education Act) federal funds. The total yearly income is $125,000 for films and $2,000 for special materials. The expenditure for personnel for both centers is $80,000. The operating expense is $22,000 for both and the book budget is $400. This facility provides instructional materials for use in classrooms by students and teachers in the public schools, and in private schools paying a per/pupil fee. All schools, Grade 1 to 12, avail themselves of the services as do publicly funded kindergartens. Many materials provided are for special purposes such as remediation of learning disabilities and to fill short term needs with relatively expensive — effective learning devices such as films and kits. These materials are not likely to be found in many school buildings as they are generally furnished only in large, well-funded districts. Two teacher-training colleges utilize the materials through faculty and student browsing.

25. **West Slope Community Library** — The governing body is the Century Club for Women, Inc. The latest official population entitled to receive library service is 13,500 and the population currently receiving service (estimated) is 1020. The book stock is approximately 5000. There are no periodicals nor newspapers. The Library has one lesson in the Spanish language on records. The highest circulation per month was 903 in July and 231 in December was the lowest with the average at 400. The average number of reference and information questions answered per month was three. Materials are not borrowed from other libraries. 1% of the collection is withdrawn annually from the total library materials. There is no expenditure for personnel. The operating expense, cleaning only, is $20.00 per month. There is no book budget. These annual statistics kept from May to May. The Library is open 17½ hours per week. This volunteer library is in the center of an upper middle-class residential area. The Library is a "leisure reading center" which seems to be what the borrowers want at the moment. People of the community also pay the $15.00 non-resident fee to the Multnomah County Library in Portland to use their materials. The Library was established in a donated space in the U.S. National Bank building in West Slope in August, 1950, by the Century Club for Women. The Library was staffed by C.C. volunteers until recently when a number of non-club members offered to work. Each volunteer gives a day (3½) hours per month working regular Library hours — 1:00 to 4:40 pm, Monday through Friday. The Club budgets a small amount each year to pay for monthly cleaning and for the necessary supplies. Money for book purchases varies each year. Once a year the Century Club has a Special Event to which the public in general is invited. This year, 1974, through an unusual book fair, $700 was raised. Space, heat and lighting are all donated. The Library Director is elected by the Century Club for a three year term. There is also an advisory board.

Additional Libraries

1. *Aloha High School Library* — Beaverton School District #48. The hours are — 7:30 am to 4 pm, Monday-Friday; 7-9 pm, Tuesday and Thursday when school is in session. The school library is open to all Aloha residents. The most convenient daytime hours for the public are 2:30 - 4:00 pm.

2. *Banks High School Library* — The hours are 8:30 am - 3:30 pm, Monday-Friday when school is in session.

3. *Port of Portland Library* — Located in the Lloyd Building in Portland. The Library hours are 8 am - 5 pm, Monday through Friday.

4. *Oregon Episcopal School Library* — Private school library.

5. *St. Vincent Hospital Medical Library* — Special Medical library.

6. *Tualatin Community Center Library* — Volunteer Public Library.

7. *Washington County Law Library* — Located in the Washington County Courthouse in Hillsboro.

The above profiles are taken from material presented in late 1974 or early 1975.

Tables

A. Population Growth in Washington County. State of Oregon. (source)

Year	Growth (in thousands)
1975	185.6
1980	237.4
1985	289.9
1990	341.7
2000	435.8

B. Population Characteristics Including Place of Residence. U.S. 1970 Census (source)

Place by Division	Population
Aloha	10,107
Beaverton	43,224
Bull Mountain	8,171
Buxton	1,505
Chehalem Mountain	6,239
Cherry Grove	1,621
Cooper Mountain	4,807
Forest Grove	16,096
Hillsboro	19,434
North Plains	11,911
Sherwood	5,288
Tigard	12,162
Timber	1,626
West Slope	15,729

Washington County Total Population — 1970 U.S. Census — 157,920
Other Characteristics: Male-77,314; Female-80,606; Under 5 years old-14,254; Under 18-29,200; 21 years and over-93,300; 65 and over-12,230.

C. Access to Public Library Service in Washington County. (estimated population July 1, 1974) (source)

Place	Population
Washington County	189,400
Beaverton	22,100
Cornelius	2,500
Forest Grove	10,075
Hillsboro	18,800
Sherwood	1,735
Tigard	10,075

65,285 people living in the six cities supporting public libraries have access to public library service.
124,115 people living in cities not supporting public libraries and in the unincorporated areas of the County do not have access to public library service.

D. Resources of the Present City Libraries in Washington County. 1974 Oregon State Library (source)

Taxable property in Washington County	$2,275,641,238
Funding at County level for libraries	0.00
Funding at City level for libraries	164,555
Per capita expenditure countywide	0.94
Volumes in city libraries	108,428
Circulation in city libraries	371,307
Circulation per capita countywide	2.0

E. Library Facilities in Washington County. On-site visits (source).

Library	Facility
Beaverton City Library	Separate Building
Hillsboro City Library	Separate Building
Tigard City Library	Lower floor of a building
Forest Grove City Library	Attached to another building
Cornelius City Library	A part of the City Hall
Sherwood City Library	A part of the City Hall
Pacific University Library	Separate Building

F. Public Library Income. 1974. Oregon State Library. (source).

County income for libraries — $0.00 — Washington County

City income for libraries — $164,555 — in Washington County

G. Public Library Expenditure. 1974. Oregon State Library. (source).

County expenditure for libraries — $0.00 — Washington County

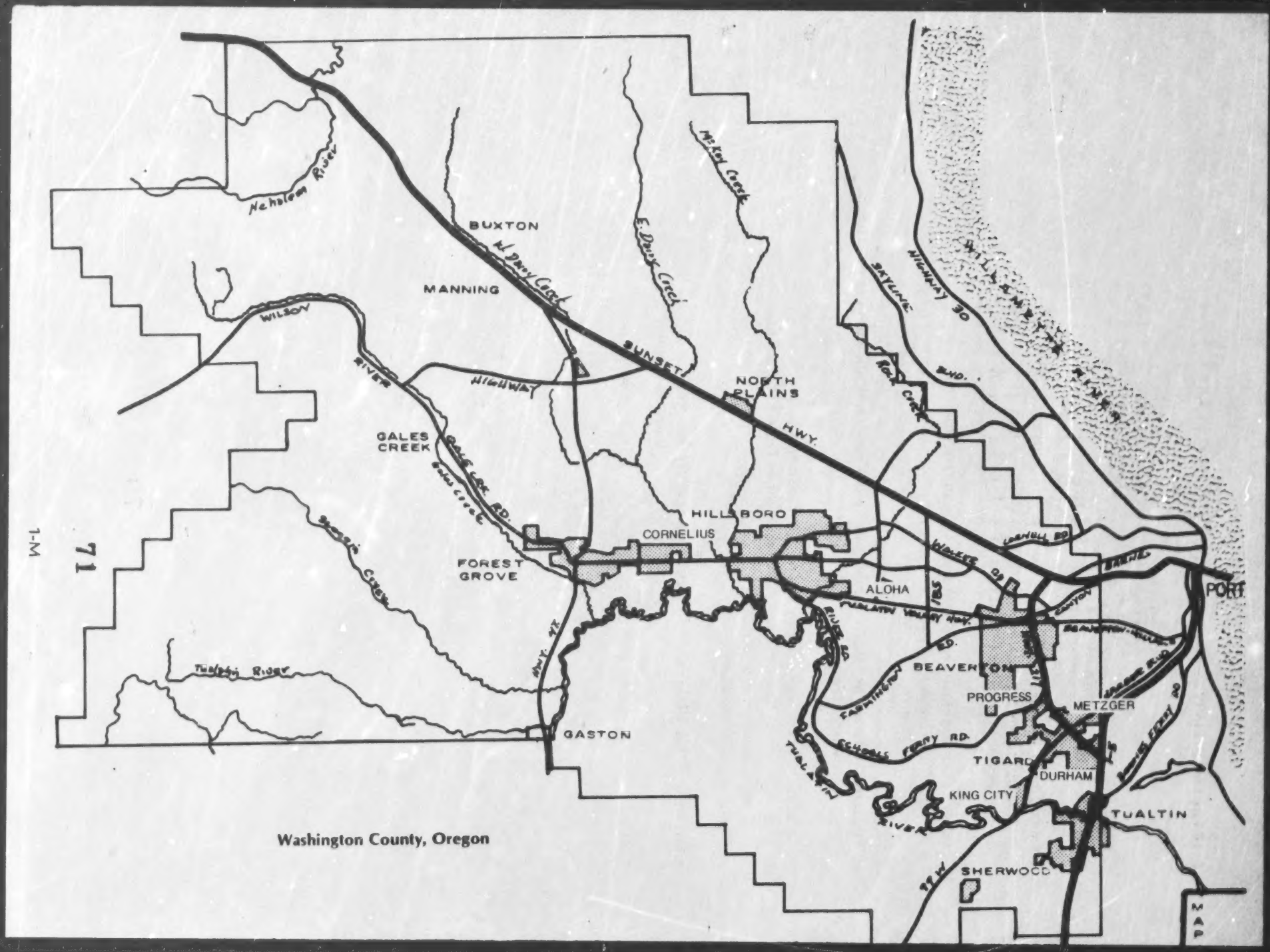
City expenditure for libraries — $171,377 — in Washington County

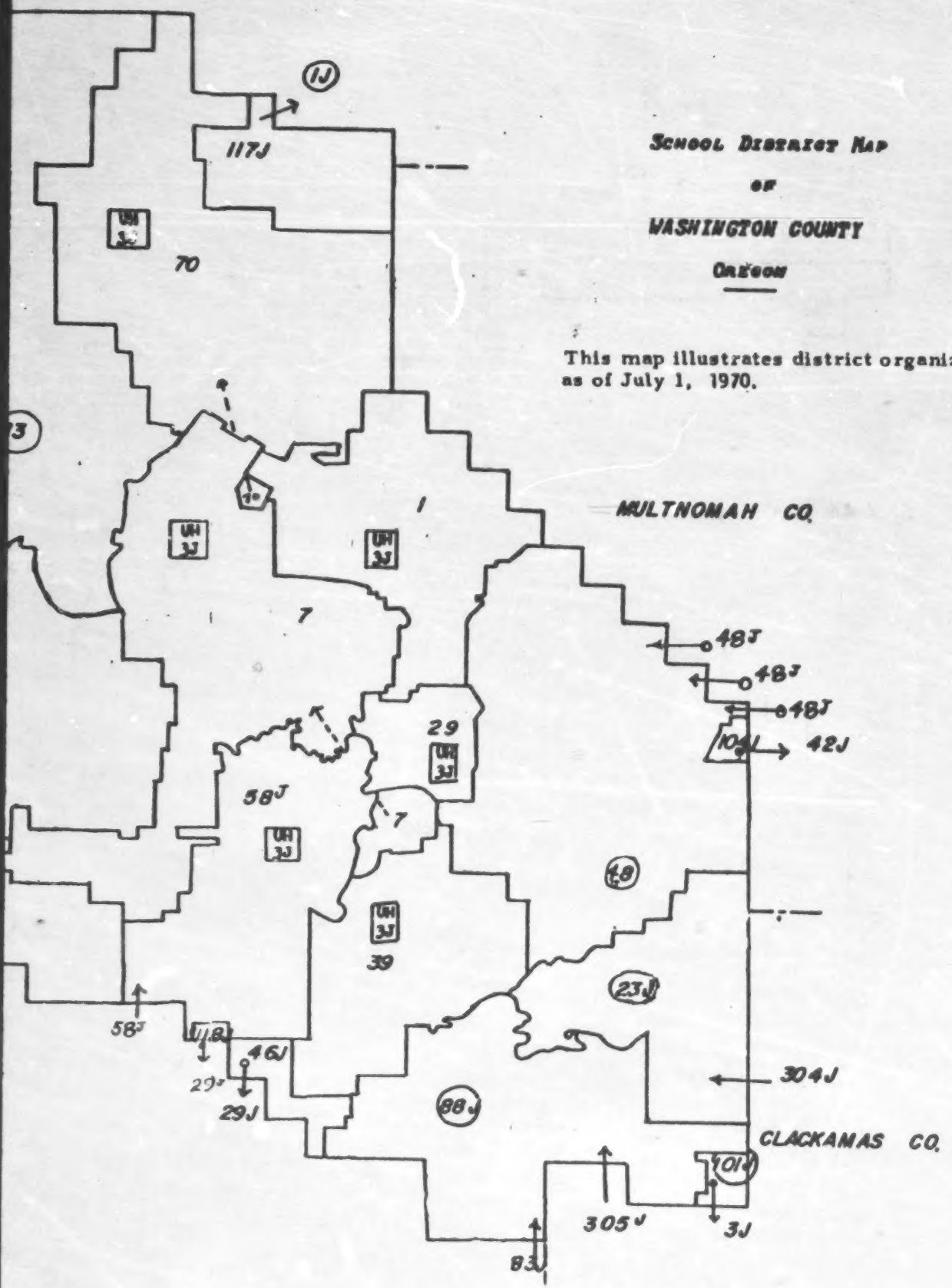
H. Organization for a Cooperative Countywide Library Service, Washington County, Oregon

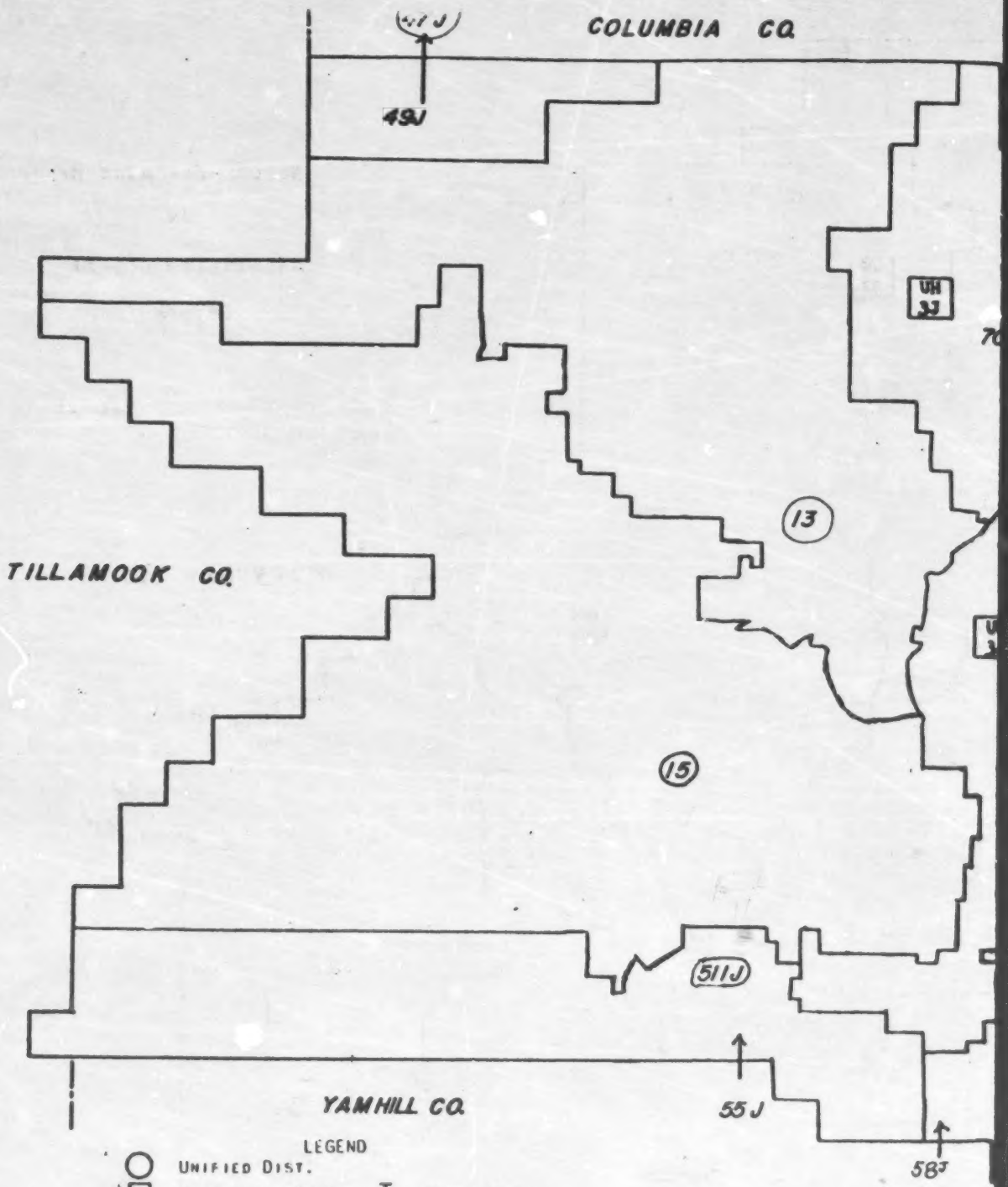
1. County serial tax levy
2. Beaverton City the fiscal agent
3. Policy Board appointed by County Commissioners
4. Washington County Library Network becomes Professional Board
5. Coordinator employed
6. Contracts negotiated

I. Staffing of Public Libraries. 1974. Oregon State Library. (source).

Library	Local Funds for Staffing
Beaverton	$53,673
Hillsboro	25,100
Forest Grove	20,127
Tigard	12,979
Cornelius	3,087
Sherwood	1,057

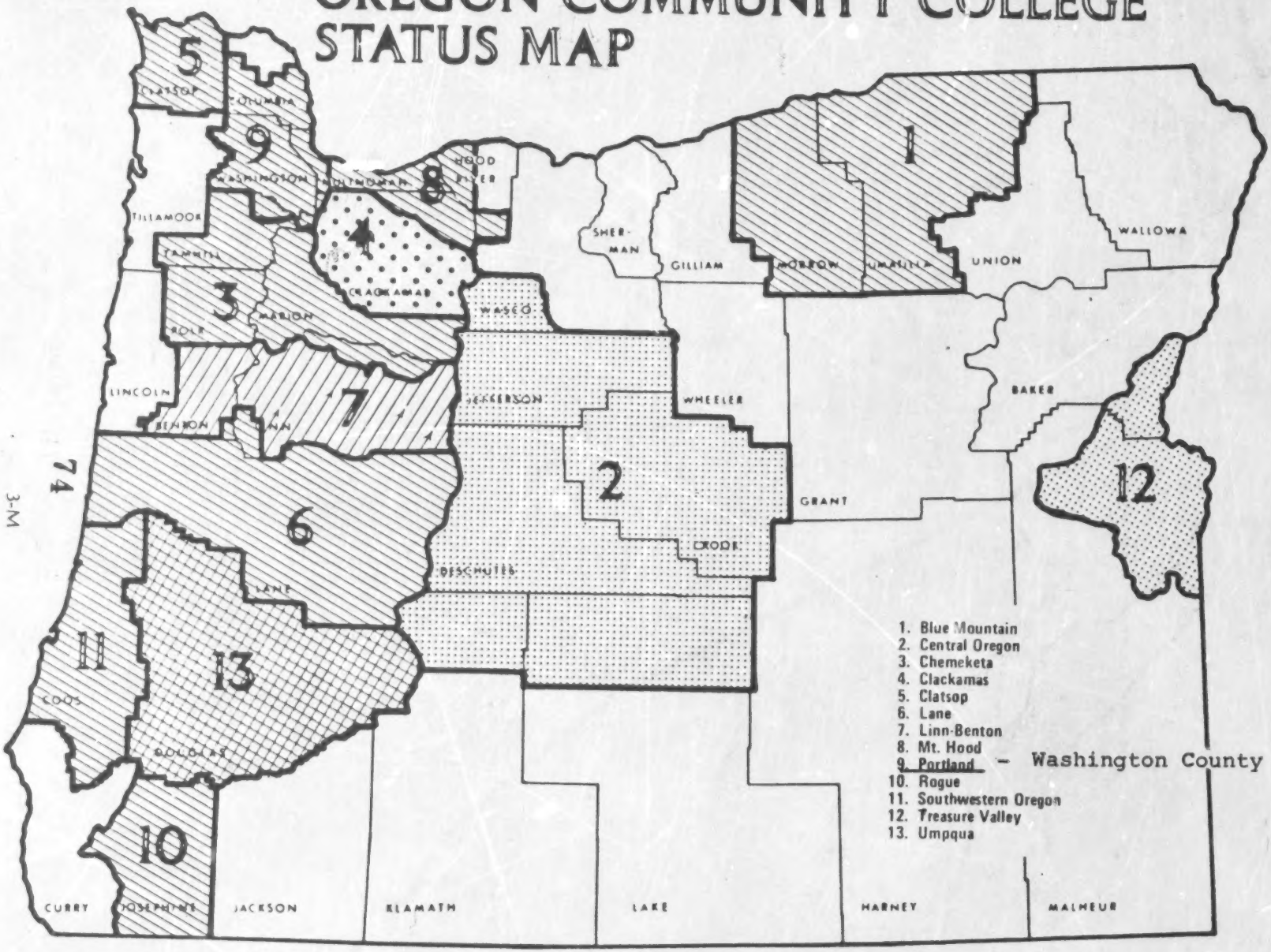

Nehalem River
BUXTON
W. Dairy Creek
E. Dairy Creek
McKay Creek
MANNING
WILSON
RIVER
HIGHWAY
SUNSET
HWY.
NORTH PLAINS
SKYLINE
HIGHWAY 30
BLVD.
Rock Creek
GALES CREEK
Gales Creek Rd.
Susie Creek
HILLSBORO
CORNELIUS
FOREST GROVE
Scoggins Creek
Tualatin River
Hwy. 47
GASTON
Wilkes Dr
Cornell Rd
ALOHA
Tualatin Valley Hwy.
Canyon
Beaverton-Hillsdale
Hwy.
Farmington Rd.
BEAVERTON
PROGRESS
METZGER
Hall Blvd.
Scholls Ferry Rd.
TIGARD
DURHAM
KING CITY
TUALATIN
River Rd
SHERWOOD
99 W
71
1-M
Washington County, Oregon


SCHOOL DISTRICT MAP
OF
WASHINGTON COUNTY
OREGON
This map illustrates district organization as of July 1, 1970.
MULTNOMAH CO.
CLACKAMAS CO.
1J
117J
70
3
1
7
29
58J
39
48J
48J
48J
10J
42J
23J
46J
29J
88J
304J
101J
305J
3J
83J


COLUMBIA CO.
49J
UH 32
13
TILLAMOOK CO.
15
511J
YAMHILL CO.
55J
58J
LEGEND
UNIFIED DIST.
UNION HIGH DIST.
J JOINT DIST.
REPORTS FOR ELEM. PURPOSES
REPORTS FOR H.S. PURPOSES
H.S. BOUNDARIES WITHIN ELEM. DIST.
CONSOLIDATION BETWEEN ELEM. DISTS.
DIST. WITH NON-CONTIGUOUS TERRITORY
TERRITORY NOT INCLUDED IN ANY SCH. DIST.
BOUNDARIES OF BORDERING COUNTIES
REPORTS FOR ALL PURPOSES

2-Ma

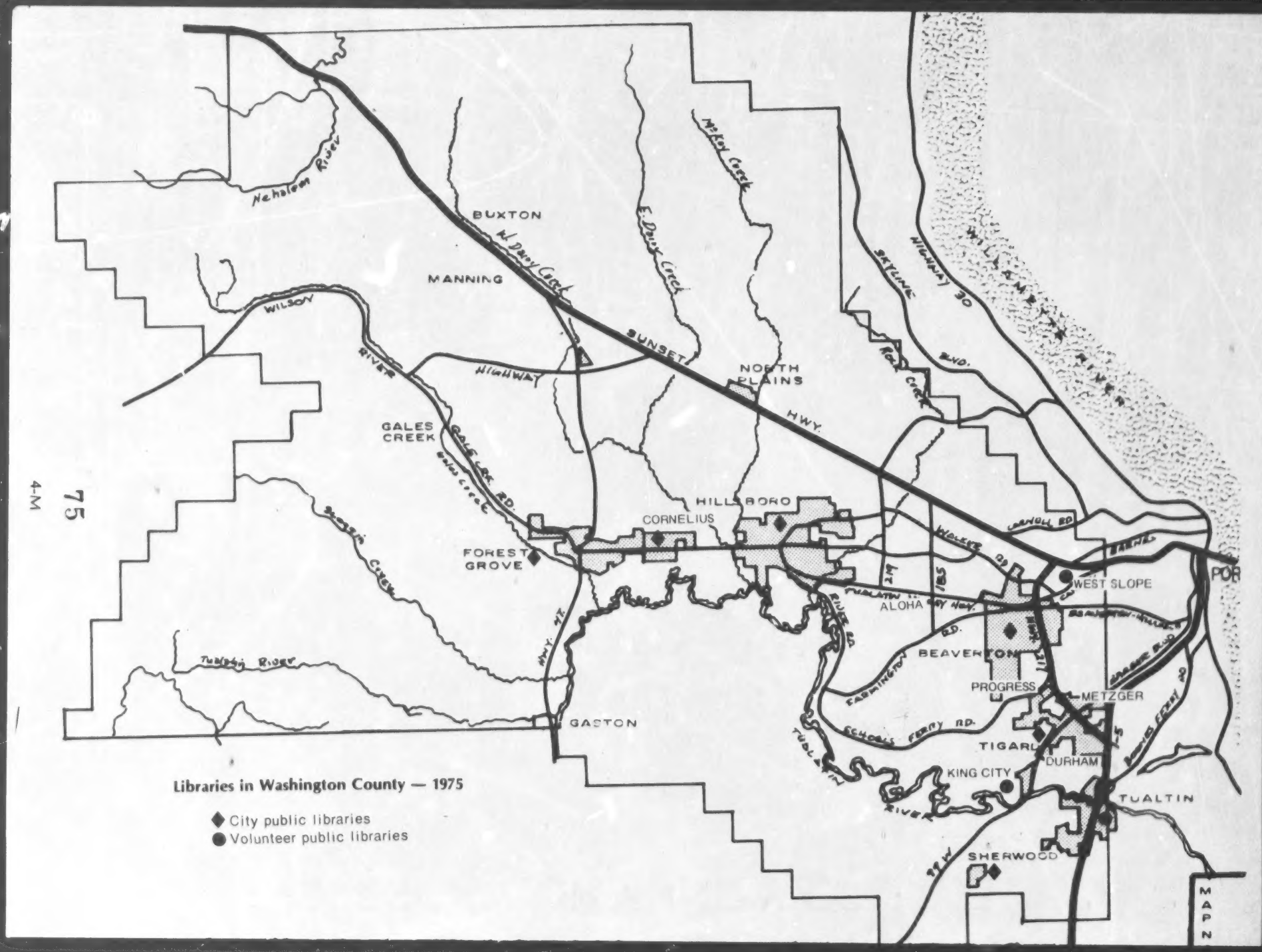
OREGON COMMUNITY COLLEGE STATUS MAP



1. Blue Mountain
2. Central Oregon
3. Chemeketa
4. Clackamas
5. Clatsop
6. Lane
7. Linn-Benton
8. Mt. Hood
9. Portland – Washington County
10. Rogue
11. Southwestern Oregon
12. Treasure Valley
13. Umpqua

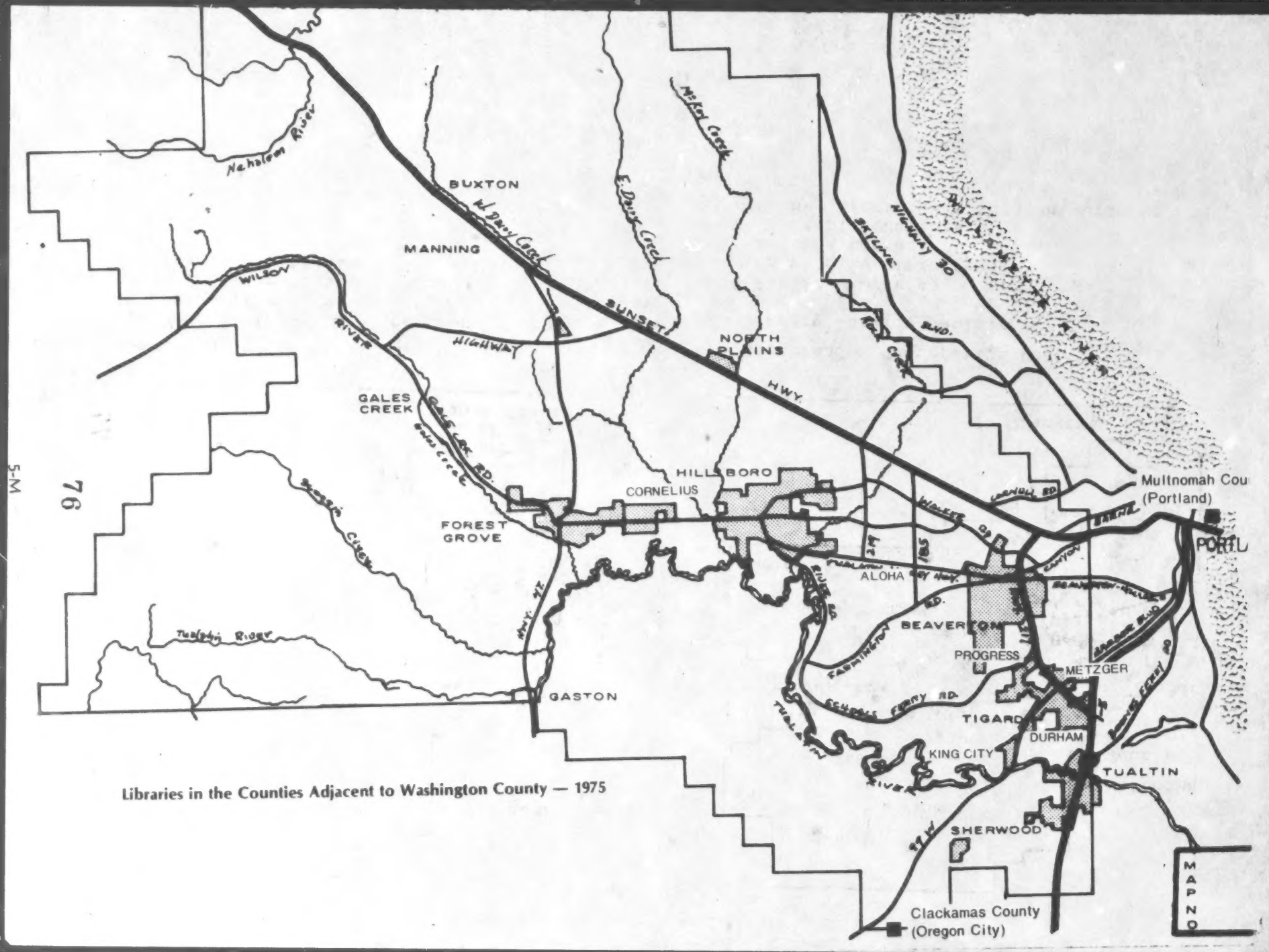
74

3-M

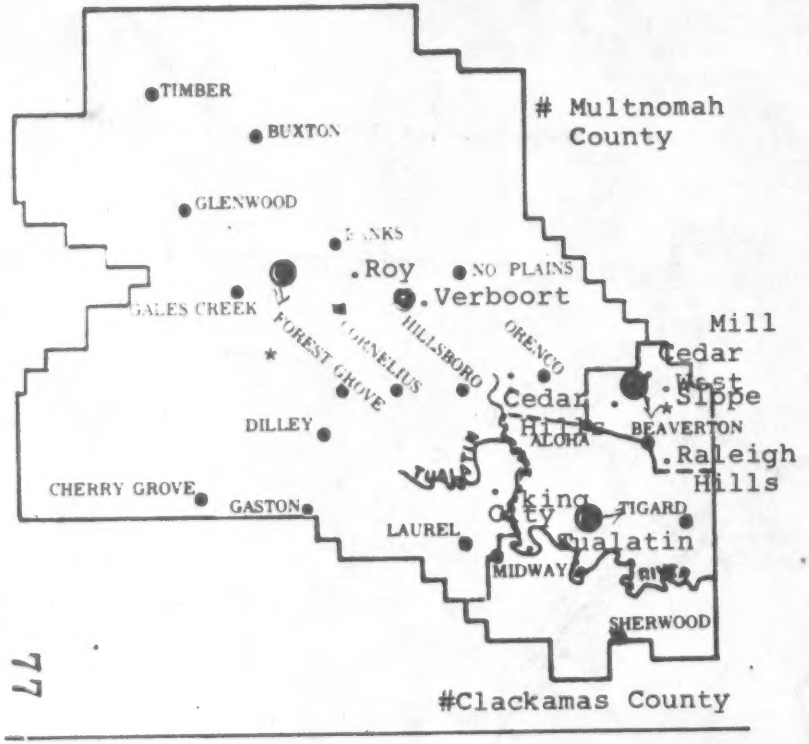


Libraries in Washington County — 1975

◆ City public libraries
● Volunteer public libraries



Libraries in the Counties Adjacent to Washington County — 1975



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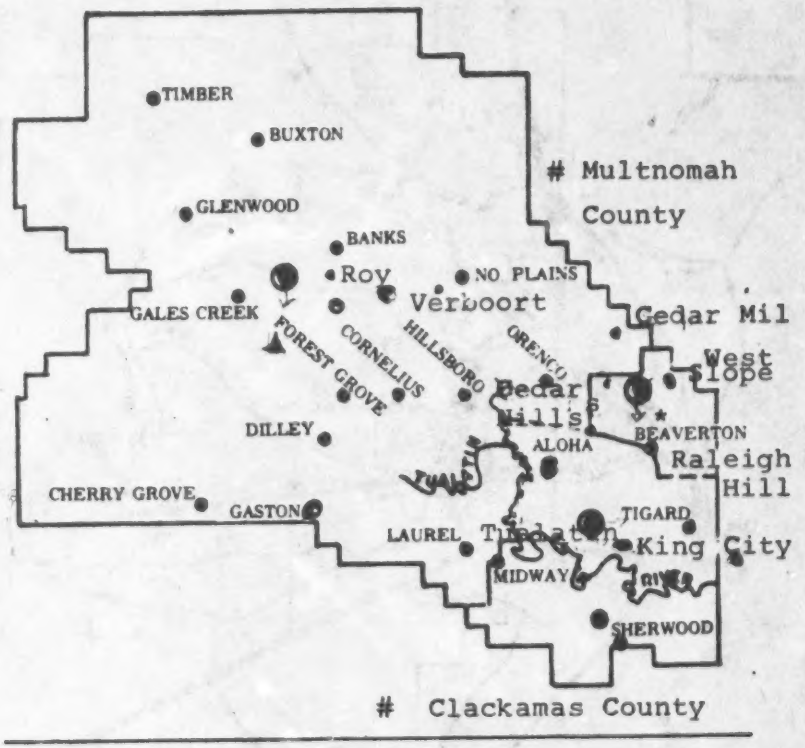
6-M

Recommended Levels of Library Outlets

.Community libraries or bookmobile stops
●Resource libraries
*Research libraries
#Contracting libraries



Recommended Cooperative Countywide Library Service Outlets

● Public Libraries
▲ University Libraries
* Special Libraries
. Bookmobile Outlets
County Libraries - Adjacent Counties